9027
R022R1
1946/47

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY
RIVERSIDE, CALIFORNIA

1946-1947

LIBRARY BOARD

Mr. H. C. Cree, President
Mr. F. E. Pinkerton, Secretary
Mr. C. L. McFarland
Mr. C. W. Valentine
Mr. Christian A. Sarau

Mr. Albert Charles Lake, Librarian

THE LIBRARY OF THE
DEC 1 1947
UNIVERSITY OF ILLINOIS

027
R622R1
1946/47

Riverside, California,
July 16, 1947.

To the Honorable Mayor and Council
of the City of Riverside,
California.

Gentlemen:

In compliance with Section 139 of the City Charter there is submitted herewith, as the report of the Board of Library Trustees for the year ending June 30, 1947, the financial and statistical report of the Librarian, together with his statement addressed to this Board.

Included in the report are the budget estimates for the coming year. Like all other institutions we are faced with greatly increased operating costs if we are to maintain our standards of service. Two years ago we suggested and accepted a cut of 3½¢ in our tax rate because of a considerable balance in our favor accumulated over several years; this was done with the hope that when the need came the council would permit an increase to meet increased costs. Submitted with our budget last year was a request for an additional cent levy to constitute a contingent fund and as a reserve to fall back on if we were required to make salary increases. Through misunderstanding of our request the levy was not granted; nevertheless we were required to make general salary increases to offset rising living costs and in order that library employees might obtain the same benefits received by other city employees. As a consequence, the reserve we had in other years has been almost depleted; this depletion of our balance would require an increase in the tax rate even if we were to spend no more than we have in the previous year. To state that all commodities have risen greatly in price during the past twelve months is to state the obvious; books, equipment, and supplies all cost more. Therefore we are required to ask for a little more money this coming year than we spent the last. Our expenditures last year were $65,295.05; our anticipated expenditures this year are $76,269.00.

The major portion of this increase is in the items Salaries and Wages. For several years we have been operating with a depleted staff. Since the retirement of Miss Helen Evans in 1943 there has been no head of the

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library's reference department. Since the reference service of a library is of the utmost importance, it is necessary that we obtain a qualified person to supervise this work. If we are to keep our staff up to full strength, it is necessary that we increase our salaries and wages, and we have therefore made provision in our budget for a 10% salary increase for all personnel.

In most other cases the figures requested are comparable to last years expenditures; we are, however, asking money for one item of extraordinary expenditure under Building and Grounds, Permanent Improvements. The purpose of this money is to build a staircase to a basement room now difficult of access to the public; the library is now suffering seriously from lack of space, and since the present is an inopportune time to build, we feel that we must make the maximum use of any space we have available; we feel that this expenditure is an economy in that it prevents the waste of valuable library space.

We have endeavored to present to you as conservative a budget as possible and still be able to maintain adequate library services for the people of Riverside. We hope this budget merits your favorable consideration and we shall be glad to meet with you at any time to explain requested items.

Respectfully,

F. E. PINKERTON

Secretary of the
Board of Library Trustees

LIBRARY
UNIVERSITY OF ILLINOIS

July 15, 1947.

To the Board of Trustees of the
Riverside Public Library,
Riverside, California.

Gentlemen:

In this, my first annual report to you, I wish first to pay tribute to Mr. Charles F. Woods, who, after twenty-five years of service to the library and citizens of Riverside, has recently resigned. The fact that the Riverside Public Library enjoys considerable prestige throughout the state because of its large and comprehensive book collection is in no small way due to his emphasis on high and scholarly standards of book selection.

Twenty-five years is commonly accepted as a convenient unit of time in measuring the growth of an institution. It was on July 7, 1922, that Mr. Woods was appointed librarian. On February 25 of that year the recently completed addition to the building was opened with a reception at which hundreds of Riversiders were greeted by the Library Board and by the library staff. The book collection had grown to almost 80,000 volumes, no inconsiderable total for that time; this growth in book collection has continued until during the twenty-five years it has passed the quarter million mark and the once-commodious building of 1922 is now crowded and packed with books for which little or no room may be found. There is reason to believe that people read more than than now, for although our number of borrowers has almost doubled, our circulation has not increased proportionately. Perhaps this would indicate a need for a little more emphasis on popularity in selecting books; although the most important function of a library is as an educational and reference institution, it must not be forgotten that recreation is also a legitimate function of a public library; perhaps just a little more concession to popular reading tastes can be made without sacrificing any of the primary and significant purposes of our institution.

Like a growing boy straining the seams of his clothes, we (speaking collectively for all our books) are now too large — too large for a building that offers little space to house us, too large for the catalog cases which contain our records and description, too large for a small staff to manage. We shall need additional building when the time is more opportune; in the meantime the east basement, spoken of so glowingly in the 1922 report, could be made accessible to the public at comparatively minor expense, and for a few brief years the pressure on our walls will be eased. A new catalog case should be purchased to house all the additional catalog cards needed to describe a collection constantly growing. Eventually our staff must grow in order that the public will be better guided in using our collection to their advantage in seeking facts, knowledge, pleasure, or inspiration.

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Libraries today are thinking in terms of recorded knowledge; not just knowledge recorded in books, but knowledge recorded on records, on film, and on other media of communication. Only recently the library has embarked upon a program of lending phonograph records; the future may see us circulating films as do an increasing number of modern libraries.

The library has followed a policy of binding newspapers and periodicals, and it is now approaching the time when we should consider some other method of preserving them. Today's technology has provided us with a better and more-space saving method of preserving these bulky records — namely, microfilm, whereby an entire newspaper page can be reduced to a small piece of film, and then again enlarged through the use of a reading machine. I believe that not many years will pass before the Riverside Public Library will be microfilming its newspapers and other records.

It is necessary for all institutions in these times to economize. Perhaps nothing is more costly than misused personnel. It is my intention during this coming year to attempt a job analysis of the library; such a study should lead to work simplification and to the elimination of some present methods and routines, the value of which do not justify their cost; of especial interest is the need for a personnel survey and a job classification leading to a proper salary schedule. With the current shortage of professional librarians, libraries are becoming more and more conscious of the distribution of library work between professionally trained librarians and clerical workers. We have all too few professionally trained people that we should squander their training, learning, and experience on simple routine tasks. It is impossible to pay a professional salary to a librarian doing a large proportion of purely clerical work such as typing or filing when this work is not worth to the library more than its cost when done by a lower paid clerical worker. Such a personnel survey should not necessarily be regarded as a survey of the present staff with its potentialities and its weaknesses but as an objective study of the actual work done regardless of the person doing it. Only upon such a foundation can we organize a sound staff and construct an adequate salary schedule.

Today's librarians are placing more and more emphasis on larger units of library service. The American Library Association has issued its National Plan for Libraries advocating the consolidation of some 7000 American library units into 1200 larger, more efficient, and more economically operated units. The Riverside County Free Library already constitutes such a unit, or rather the embryo of such a unit, for not yet has it reached that degree of maturity and efficiency shown by neighboring California counties. I don't think we have quite defined the term library service in connectio with Riverside County. What type of library service do the people

vability and to what extent do they vary 1?? It is unfortunate that we have to which to must find the answer during the coming year. This year, for the first time since 1919, we are to have a contract with the County Board of Supervisors. This is a beginning, and I sincerely hope that it works to our mutual advantage. There should be a definite correlation between the need for service, the service given, and the funds paid for such service. This correlation does not exist at present. When compared to county library service in other parts of the state, our county library service is of a very poor sort — no matter how much interest is in than no service at all. As an example there is below a table of the amounts appropriated by counties in Southern California for library service:

Kern	$ 202,788
Ventura	82,789
San Bernardino	69,586
Orange	56,604
Santa Barbara	47,881
San Diego	44,381
Riverside	10,000

Furthermore we are now receiving in 1[illegible] the same appropriation from the county that we received in 1[illegible], the costs for these services have risen greatly and the budgets of all other libraries have risen. This is a condition that should not be tolerated, and I know that when our Board of Supervisors are fully aware of the situation, that through cooperation between us and them we shall overcome the present deficiencies of our county library in Riverside County.

There is perhaps much else to be told, but I have tried to select matters of immediate importance to call to your attention. On the following pages are the statistical tables that present as fair a picture of the state of our library as could my words. It is my hope that during the coming years of my administration these figures will grow and that their growth will serve as an index of the development and advancement of our library and of the community it serves.

Respectfully,

Albert Charles Lake

Librarian

ESTIMATES OF AMOUNTS
REQUESTED FOR THE RIVERSIDE PUBLIC LIBRARY FOR
THE FISCAL YEAR - 1947-1948

ESTIMATE OF REVENUE, 1947-48

Balance from previous year	$ 1,170.12
Amount to be raised from taxes	55,518.08
County Contract	10,000.00
[illegible]	3,000.00
County teachers library	850.00
Library school fees	5.00
Book receipts	3,580.00
Total	$ 76,269.00

ESTIMATE OF [illegible]

	Spent 1946-47	Requested for 1947-48
Salaries	$ 50,889.06	$ [illegible]
Wages	4,764.47	[illegible]
Books, Music	10,457.67	[illegible]
Newspapers, Periodicals	1,598.39	[illegible]
Maps, Pictures, etc.	[illegible]	[illegible]
Binding, Workshop Supplies	1,057.66	[illegible]
Bldgs. & Grounds; Per. Improvements	58.07	1,000.00
Repairs to Buildings & Grounds	[illegible]	500.00
Furniture & Fixtures	[illegible]	450.00
Repairs to Furniture & Fixtures	[illegible]	50.00
Telephone & Telegraph	[illegible]	[illegible]
Postage & Exchange	[illegible]	750.00
Freight, Dray, Express	[illegible]	170.00
Transportation, etc.	416.04	700.00
Fuel, Light & Power	2,199.78	1,400.00
Water	205.10	200.00
Printing, Paper Stock	[illegible]	600.00
Office Supplies	[illegible]	[illegible]
Refunds: Book Deposits, etc.	940.20	[illegible]
[illegible]	[illegible]	1,000.00
[illegible]	[illegible]	400.00
Library & Library School Contacts	134.[illegible]	[illegible]
Binding, Instruction, Advertising	[illegible]	[illegible]
Totals	$ 65,[illegible]	$ [illegible]

BOARD OF TRUSTEES OF THE RIVERSIDE PUBLIC LIBRARY

By [illegible]
Secretary

THE LIBRARY OF THE
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RECEIPTS

Balance from last year		$ 7,617.32	
Taxes		56,660.00	
Delinquent taxes		275.61	
County Contract		10,000.00	
County Schools		7,515.00	
County Teachers Library		150.00	
Library School Fees		5.25	
Cash Receipts:			
Fines	$ 2,915.10		
Deposits	755.[illegible]		
Loss & Damage	465.15		
Postal Notices	75.[illegible]		
Sales	100.07		
Miscellaneous	102.[illegible]		
Cash balance over	[illegible]	[illegible]	$ 86,475.[illegible]

DISBURSEMENTS

Salaries	$ 50,825.00
[illegible]	4,764.67
[illegible] Music	10,457.67
[illegible]pers, Periodicals, etc.	1,582.[illegible]
[illegible] Pictures, etc.	26.20
[illegible], Workshop Supplies	1,077.05
[illegible] Grounds, Per. Improvements	[illegible]
[illegible] to Buildings & Grounds	[illegible]
[illegible]ture & Fixtures	[illegible]
[illegible]'s to Furniture & Fixtures	[illegible]
[illegible]phone & Telegraph	[illegible]
[illegible]age & Exchange	[illegible]
[illegible]ght, Dray, Express	[illegible]
[illegible]portation, etc.	[illegible]
[illegible], Light & Power	[illegible]
[illegible]	[illegible]
[illegible], Paper Stock	[illegible]
[illegible] Supplies	[illegible]
[illegible], Book Deposits, etc.	[illegible]
[illegible] Insurance, etc.	[illegible]
[illegible]	[illegible]
Library School Contracts	[illegible]
[illegible]tion, Instruction, Advertising	[illegible]
	[illegible]
[illegible]	[illegible] $ 90,475.[illegible]

[illegible] of California)
[illegible] of Riverside)

[illegible] E. Pinkerton being duly sworn, on his oath says that he is the [illegible] of the Board of Trustees of the Riverside Public Library and that the [illegible] statements is fully true and correct to the best of his knowledge and [illegible]

E. E. Pinkerton

[illegible] sworn to before me this [illegible]th day of July, 1947.

[illegible] Robert Mills

LIST OF SALARIED EMPLOYEES
WITH TOTAL OF SALARIES PAID FOR THE
FISCAL YEAR 1946-47

Ebert Charles Lake, Librarian (4 months)	
Charles F. Woods, Librarian (8 months)	
Mrs. Jean Urquhart Agnew, Acting Head [illegible]	
[illegible]	
Mabel M. Bartell, Assistant	[illegible]
Mrs. Dorothy K. Caldwell, Assistant	[illegible]
Mrs. Collins, Head of Juvenile Dept. (7 [illegible])	
Miss Florence A. Daly, Act. Head of Reference Dept.	
Mrs. Margaret R. Furlong, Assistant (4 mo. - according [illegible] of [illegible])	
Mrs. Maud B. Quinn, Custodian, Arlington Branch	
Miss M. Hutton, Assistant	
William E. Junkert, Head of Order Dept.	
Nellie McLeod, Assistant	
Miss Mettler, Assistant	
Mrs. Hitchcock Ramirez, Secretary to Librarian	
Mrs. K. Louise Strong, Head of Juvenile Dept. (8 mo.)	
Miss Swezey, Head of Circ. Dept. (11½ mo.)	
[illegible] Van Nessen, Head of Catalog Dept. (11-3/4 mo.)	
Mrs. Alma Taylor, Assistant	
[illegible] H. Johnson, Head Caretaker, Main Library (7 mos.)	
[illegible] V. Nelson, Caretaker, Arlington Branch	[illegible]
[illegible] Nelson, Head Caretaker, Main Library (6 mos.)	[illegible]
[illegible] E. Shinn, Assistant Caretaker, Main Library	
Total	

All salaried employees work 40 hours a week except those indicated by an *. Those so indicated; Mrs. Strong worked 30 hours per week, Mr. Nelson, 24 hours per week, and Mr. Melton, 40 hours per week.

[illegible]

Mrs. Inez E. Andeline	$ 60.00
Mario Grano	110.00
Mrs. Margaret E. Furlong (See also "List of Unlisted Employees")	[illegible]
Mrs. Raymondene F. Gerhardt	[illegible]
Mrs. Mignonne Guinn	[illegible]
Marjorie Hamblotor	[illegible]
Edith M. Hawthorne	[illegible]
Beulah Hopkins	[illegible]
Mrs. Gladys Gyde Johnson	[illegible]
Mrs. Joan E. Johnson	[illegible]
Ina S. Klotter	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
Mrs. Louise Strong (See also "Unlisted Employees")	[illegible]
Mrs. Dorothy [illegible]	[illegible]
Mrs. Helen M. Wilkins	[illegible]
Charles L. Zumsteor	[illegible]
F. R. Spiker	[illegible]
Maxine S. Wells	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
Total salaries and wages	[illegible]

BOOK AND PAMPHLET RECORD FOR THE YEAR
ENDING JUNE 30, 1947

Total books bound and unbound, June 30, 1946			[illegible]
Accession number June 30, 1946		[illegible]	
Accessions by purchase	[illegible]		
" " gift and exchange	[illegible]		
" " subscription & binding	[illegible]		
" " reconsidered books previously unaccessioned	[illegible]	[illegible]	[illegible]
Accession number June 30, 1947		[illegible]	
Gross received		[illegible]	
Accessioned volumes		11,[illegible]	[illegible]
" supplementary readers		[illegible]	[illegible]
Unbound books and pamphlets (est.)		[illegible]	[illegible]
Gross totals		[illegible]	[illegible]

Deduct:

Plant [illegible]			
Withdrawals: Books 4101, Decreases [illegible]; Supplementary readers and music records, 707, Periodicals, none		[illegible]	[illegible]
Pamphlets		[illegible]	[illegible]
Total deductions		[illegible]	[illegible]
TOTAL BOOKS ACCESSIONED, UNACCESSIONED, [illegible] UNBOUND, JUNE 30, 1947		[illegible]	[illegible]

[illegible] catalogued (including [illegible] reconsidered) ... [illegible]
Records [illegible] (included in [illegible] above) .... [illegible]
[illegible] ..... [illegible]

[illegible] times bound, rebound & repaired in library [illegible]
" " " " in bindery [illegible]

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30, 1947

Registered borrowers in good standing June 30, 1946		16,[illegible]
Added during the year	[illegible]	
Cancelled during the year	[illegible]	
Increase in total registration		[illegible]
Registered borrowers in good standing June 30, 1947		[illegible]

[illegible] SHIPMENTS FOR [illegible]

Postal cards - Overdues	[illegible]
" " - Reserves	[illegible]
" " - [illegible]	[illegible]
" " - Miscellaneous	[illegible]
Sealed	[illegible]
Unsealed	[illegible]
Packages by Mail	[illegible]
" " Freight & Express	[illegible]
" " Individuals	[illegible]
Total	[illegible]

CIRCULATION -

YEAR ENDING JUNE 30, 1947

Analysis of Classes			Count of Classes	
	Adult		Adult	Juvenile
		Classes of books		
		000 General Works	400	20
		100 Philosophy	[illegible]	50
		200 Religion	1070	154
		300 Sociology	[illegible]	[illegible]
		400 Language	[illegible]	21
		500 Science	[illegible]	653
		600 Useful Arts	[illegible]	700
		700 Fine Arts	[illegible]	500
		800 Literature	[illegible]	[illegible]
		900 History	[illegible]	867
		910 Travel	[illegible]	[illegible]
		920 Biography	[illegible]	[illegible]
		Documents	70	---
		Magazines	1795	230
		Miscellaneous	[illegible]	---
		Total non-fiction	[illegible]	[illegible]
		Total fiction	[illegible]	[illegible]
	3551	Pay Books		
[illegible]	21672	County		
[illegible]	168			
	103	Professional		
	39	Pamphlets		
	148	Phonograph records		
		Totals	[illegible]	[illegible]
		Arlington French	[illegible]	[illegible]
		Cardinal Park		
		Arlington Heights Br.		
		Total adult circulation	[illegible]	[illegible]
		County Schools		
		County Extension		
		Extension		
		Inter-library Loans		
		Total		
		Net total circulation		

[illegible] in the circulation of books to county borrowers over the [illegible] main library, junior branch and Arlington Branch.

[illegible]

ARLINGTON [illegible]

ENDING JUNE 30, [illegible]

[illegible]	Level of [illegible]		
	[illegible]	[illegible]	[illegible]
Classes of [illegible]			
000 General [illegible]	55	[illegible]	[illegible]
100 [illegible]	[illegible]	[illegible]	[illegible]
200 [illegible]	[illegible]	[illegible]	[illegible]
300 [illegible]	[illegible]	[illegible]	[illegible]
400 [illegible]	[illegible]	[illegible]	[illegible]
500 [illegible]	[illegible]	[illegible]	[illegible]
600 [illegible]	[illegible]	[illegible]	[illegible]
700 [illegible]	[illegible]	[illegible]	[illegible]
800 [illegible]	[illegible]	[illegible]	[illegible]
900 [illegible]	[illegible]	[illegible]	[illegible]
(B) Biography	[illegible]	[illegible]	[illegible]
Documents	[illegible]	[illegible]	[illegible]
Reference	[illegible]	[illegible]	[illegible]
Total non-fiction	[illegible]	[illegible]	[illegible]
" fiction	[illegible]	[illegible]	[illegible]

[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	Banning	970	
906	Hemet	1107	
905	Blythe	1084	
891	Beaumont	888	
880	Corona Grand	1290	
864	Underwood Ville	1088	
890	Yucaipa	884	
894	Yucaipa Valley U.H.S.	8805	
05	Corona	117	
946	Desert Hot Springs	687	
940	Mentone	2488	
929	Beaumont	1856	
[illegible]	Highgrove	158	
944	Perris	8881	
[illegible]	Norco	1079	
948	Mira Loma	[illegible]	
04	Moreno	[illegible]	
05	Murrieta	[illegible]	
907	Norco	1084	
[illegible]	Palm Springs	1747	
948	Perris	9010	
950	Ripley	1745	
918	San Jacinto	8824	
[illegible]	[illegible]	[illegible]	
919	Thermal	1086	
[illegible]	Valle Vista	887	40,[illegible]
	Main Library		21,[illegible]
	Junior Branch		4,[illegible]
	Arlington Branch		[illegible]
	Grand total		75,051

Distribution of books to county borrowers at Main Library, Junior Branch and Arlington Branch.

[illegible]	[illegible]	[illegible]	[illegible]
682	Alamos	[illegible]	
377	Albuquerque	[illegible]	
1383	Alvord	[illegible]	
681	Ambrosio	[illegible]	
971	Bell horn	[illegible]	
886	Cabezon	[illegible]	
40	Cottonwood	[illegible]	
140	Desert Center	[illegible]	
268	Desert Sun [illegible]	[illegible]	
844	Dust Devil	[illegible]	
889	Elsa	[illegible]	
2874	Elsinore	[illegible]	
864	Fallon	[illegible]	
177	Farmdale	[illegible]	
1743	Glenmore	[illegible]	
183	Hamilton	[illegible]	
1130	[illegible]	[illegible]	
814	Hyatt	[illegible]	
763	Idyllwild	[illegible]	
836	Jalacrim	[illegible]	
817	Mesa	[illegible]	
885	Montfoe	[illegible]	
2157	Midland	[illegible]	
894	Moreno	[illegible]	
418	Murrieta	[illegible]	
1168	Nuevo	[illegible]	
888	Orkin	[illegible]	
872	Rodlow	[illegible]	
868	Romoland	[illegible]	
7670	San Jacinto	[illegible]	
865	Temecula Valley	681	
2894	Thermal	[illegible]	
[illegible]	Valley Center	[illegible]	
[illegible]	Val Verde	[illegible]	
[illegible]	Vista Murrieta	[illegible]	
[illegible]	Yucaipa	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
3W	[illegible]	[illegible]	
1[illegible]	[illegible]	[illegible]	

[illegible]

[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	Arlington Branch		
[illegible]	Arlington Housing Project		
[illegible]	Settlement House		
	[illegible]		
[illegible]	[illegible], [illegible]	[illegible]	[illegible]
	La Sierra College		
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	STATE TOTALS		117,215

9027
R622R1
1934/35

THE LIBRARY OF THE
NOV 18 1935
UNIVERSITY OF ILLINOIS

027
R422R
1934/35

Riverside, California,
July 16, 1935.

To the Honorable Mayor and
Common Council of the City of
Riverside, California.

Gentlemen:

In accordance with Section 128 of [illegible] the City Charter there is submitted herewith, [illegible] report of the board of library trustees [illegible] the year ending June 30, 1935, the financial [illegible] statistical report of the Librarian, together [illegible] his statement addressed to this Board.

Respectfully,

[illegible]

[illegible]
[illegible]

[illegible]

[illegible]

[illegible]

[illegible] of Trustees of the Riverside
[illegible] Library, Riverside, California.

[illegible] the Riverside Public Library for the year ending June [illegible]

The various buildings uded by the library are in good condition. A new roof covering was placed on the library school [illegible]

The acacia trees along the Orange Street side of the [illegible] lot had become decayed and were a threat to life and property. [illegible] were removed and replaced by a beautiful row of cocos [illegible]

[illegible]

[illegible] to an increase of interest in these fields.

With the consent of Mr. Harry [illegible] Chase as the person [illegible], the books of the Chase Collection (purchased from [illegible] his father, Ethan Allen Chase, and intended as circulating [illegible]) were transferred from shelves in the reference room, where a large part of the users of the library never saw them, to the main [illegible] room and incorporated with other circulating books, where they [illegible] be much more useful.

[illegible] financial uncertainties the needs of the [illegible] were [illegible] by the board in the extension of hours at [illegible] concentration of the service in the hands of one person, [illegible], (a graduate of our library school in [illegible]) [illegible] by several persons as had been the case [illegible]

[illegible] of the junior branch to [illegible] of classes of first to [illegible]

[illegible]

[illegible]

LIBRARY
UNIVERSITY OF ILLINOIS

t annually for binding certainly have some relation to the withdrawals.

The numbers of books cataloged and recataloged have both an annual increase in the last two years and the same applies to the number of cards filed in the catalog, the latter showing an increase of 13% in two years.

The place in the catalog department usually taken by one of the apprentices was filled by Miss Alice Fils, graduate of our Library School in 1934, with improvement to the service. Miss Elma Lyons, an assistant in the department, resigned in May to accept a position with Utah Agricultural College, Logan, Utah, and in her place was appointed Miss Edith Coffin, Riverside, 1932.

The story of the work of our public library in connection with our public schools is one of continued prodigious effort on the part of Miss Mildred Brown who is responsible for this work. Her [illegible] assistant lady in the reading and handling of [illegible] it all to do and it does seem to have grown beyond what should be properly expected of one person.

[illegible] the Irving School, which had been distributed to various [illegible] were brought together in one room and taken care of by [illegible] allowed one hour per week for reading and [illegible] books. Although this concentration took place in the middle of the year the increase of circulation for that period was [illegible] 40%.

[illegible] branches are reduced in number [illegible] of the contract sum in the [illegible] circulation of these books remains [illegible] of the [illegible].

[illegible] Vista, organized as an emergency relief administration project, has received as much service as many of our branches. [illegible] Conservation Corps and several [illegible] schools and [illegible] like that of Sherman Institute, [illegible]

Three additional county schools have [illegible] the county library's service to schools. [illegible] the continued growth of the service to schools [illegible] of our county and state school officers, who have not only sought to learn the facts regarding the advantages to the schools of the centralized library under trained direction but have sought to impress these facts on teachers and school trustees generally.

The regularity of the financial support from this source coupled with its very gradual increase is accountable for a remarkable fact; that in every year with one exception (1918-19) since the beginning of record in 1912 there has been an increase in the number of books sent to the county schools. In the year of this report this number had risen to 46,421 an average of 270 books shipped for each school day, although the work in the library is largely concentrated in certain limited periods.

In recent years the visiting of county branches and schools has been largely done by the head of the department, [illegible] instead of by the librarian. [illegible] the library school term by students to whom the service of the county [illegible] by "remote control" is thus made more real. Fifty-five branches and schools were visited during the year on these trips.

[illegible]

The year course of the library school opened with an enrollment of [illegible] students [illegible]. Of these three [illegible] more than [illegible] Despite the [illegible] of a difficult employment situation the [illegible]

[illegible]

The acceptance of our graduates, [illegible], for entrance in the second year of [illegible] school encourages us to hope for better future relations with other schools in the matter of accreditation.

Last year there was mentioned in our report the [illegible] cooperation of Mrs. Stella M. Atwood of the Board. It is understood that this collection will be largely limited to the more distinguished fiction bearing on this subject and a fair beginning has been made in the collection of these books, there being already a dozen such on the shelves.

The library failed to receive any aid from the Federal Civil Works Administration but has this year received considerable help from its successor, the Emergency Relief Administration, which provides for certain "projects" submitted by the librarian and approved [illegible].

Among the projects which have been consistently followed are the installation of checkers at the exit of the library to see [illegible], a measure which has demonstrated its efficacy and met public approval, [illegible] and the oiling of the leather bindings of all books in the library, a process not yet completed. Provision was at first made for the indexing of local newspapers and for certain cataloging which with our inadequate staff has dragged along for years, but while some beginning was made on this work the workers have been withdrawn for various reasons, one of which doubtless is that library trained people have been found especially useful in the relief administration itself.

Various minor tasks have been performed by one of the [illegible] students under the student aid program of the relief administration. The most useful contribution from this source is the numbering of the stacks and the placing of labels on the ends of the stacks showing the contents of each. This we believe to be a satisfactory [illegible] labels and less of a disfigurement to the shelves. This student also completed the redistribution of books on the shelves after the addition of the stacks as recorded last year.

The thing about these [illegible] projects most worthy of [illegible] consideration is that here are a number of things [illegible], really useful and even necessary that the library [illegible] could [illegible] afforded even in time of the library's [illegible]. [illegible] is some index of the inadequacy of the [illegible] the work of the institution in a really [illegible].

[illegible]

[illegible] for [illegible] year [illegible]. I particular [illegible] [illegible] of [illegible] work such as that of the [illegible] in [illegible] [illegible] composition; Mr. T. G. Arvin, mounted wild [illegible]; [illegible] T. Harper, mounted butterflies; Mr. F. M. [illegible], [illegible] from distant parts of the world; and those [illegible] Misses Vivian Evans and Helena P. Trenty of the [illegible] County Superintendent of Public Instruction of [illegible] [illegible] of the county schools.

A list of resident and other principal donors forms [illegible] of the appended report. The most distinguished list of the [illegible] that by Mr. Vladimir Fokoloff of Riverside of about [illegible] [illegible] mostly Russian belles-lettres.

As always the acknowledgments of the library are due [illegible] newspapers of the city, particularly the Press and [illegible] space so generously given to the affairs of the library [illegible] library school, including the papers of the library school [illegible] on topics having to do with books and the services of the [illegible].

Respectfully submitted,

[illegible]

[illegible]

ESTIMATES OF AMOUNTS REQUIRED
FOR THE RIVERSIDE PUBLIC LIBRARY FOR THE FISCAL YEAR
1935-36

ESTIMATE OF REVENUES, 1935-36

Balance from preceding year	$ 8,404.07
Taxes at 15-3/4¢	20,000.00
County Contract	8,000.00
County Schools	6,244.00
City Schools	2,200.00
Library School Fund	3,120.00
Dog Receipts	1,750.00
Total	$ 50,723.17

Estimate of Requirements	Spent 1934-35	Grant 1935-36
Salaries and wages, 10% inc.	$ 28,499.90	$ 31,300.00
Taxes, Water	4,610.22	7,647.37
Newspapers, Periodicals, etc.	1,143.32	1,200.00
Maps, Pictures, etc.	73.00	100.00
Binding, Reading Supplies	1,370.00	2,000.00
Bldg. & Grounds, Ser. Improvements	19.50	100.00
Repairs to Bldgs. & Grounds	423.07	400.00
Furniture & Fixtures	87.45	100.00
Repairs to Furniture & Fixtures	9.56	40.00
Telephone & Telegraph	324.73	325.00
Postage, Exchange	721.21	700.00
Freight, Dray, Express	253.32	250.00
Transportation, etc.	215.19	200.00
Fuel, Light, Power	2,021.43	2,025.00
Water	135.35	120.00
Printing, Paper Stock, etc.	606.06	700.00
[illegible]	[illegible]	[illegible]
Refunds, Book Deposits, etc.	137.84	150.00
Bonds, Insurance, etc.	667.02	[illegible]
[illegible]	324.02	[illegible]
Purchase of Library School Contents	175.00	[illegible]
Recreation, Instruction, Advertising	692.60	500.00
Totals	[illegible]	[illegible]

BOARD OF TRUSTEES OF THE RIVERSIDE PUBLIC LIBRARY

By _____
Secretary

[illegible]		[illegible]
[illegible]		[illegible]
[illegible]		[illegible]
[illegible] Fees		[illegible]
[illegible]ts:		
Fines	$ 1,[illegible]	
[illegible]	[illegible]	
Loss & Leaves	355.90	
Postal Notices	31.20	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]

DISBURSEMENTS

[illegible]		[illegible]
[illegible]		[illegible]
[illegible], Music		4,[illegible]
[illegible]papers, Periodicals, etc.		1,1[illegible]
[illegible], [illegible], etc.		[illegible]
[illegible]ing, Workshop Supplies		1,[illegible]
[illegible], Grounds, Per. Improvements		[illegible]
[illegible]ns to Bldgs. & Grounds		4[illegible].07
[illegible]ture & Fixtures		[illegible]
[illegible]s to Furniture & Fixtures		[illegible]
[illegible]one & Telegraph		[illegible]
[illegible]		[illegible]
[illegible], [illegible]ress		[illegible]
[illegible], etc.		[illegible]
[illegible], [illegible], [illegible]		[illegible]
[illegible]		[illegible]
[illegible] Stock		[illegible]
[illegible]		[illegible]
[illegible], Book Deposits, etc.		13[illegible]
[illegible], [illegible]ance, etc.		[illegible]
[illegible]		[illegible]
[illegible] & Library School [illegible]		[illegible]
[illegible]n, Instruction & Advertising		[illegible]
	$ 43,[illegible]	
[illegible]	[illegible]	[illegible]

[illegible]

[illegible]Hice)

[illegible] being duly sworn, on his oath [illegible] going statement is fully true and correct to the best of [illegible] and belief.

W. T. [illegible]

[illegible]

[illegible]

[illegible]

[illegible]			[illegible]
[illegible]		[illegible]	
[illegible]	[illegible]		
" " gift and exchange	527		
" " subscription & binding	91		
" " remaindered books previously unaccessioned	18	[illegible]	[illegible]
[illegible]		[illegible]	
Unbound volumes		18,497	[illegible]
" " supplementary readers (including gifts)		24,018	2,144
Unbound books and pamphlets (est.)		[illegible]	[illegible]
Gross totals		265,399	199,384

DEDUCTIONS

(a) Giant accession registers	4,249	
Withdrawals: Books 3583, Documents none, Supplementary readers 343	[illegible]	4,476
Pamphlets	14,300	160
Total deductions	77,045	[illegible]
NET TOTAL TOTAL accessioned, unaccessioned, bound and unbound, June 30, 1935	187,710	187,710
NET INCREASE		3,142

Volumes catalogued 6,435
Volumes reclassified 1,066
Catalog cards filed ..... [illegible]

[illegible] in library 14,140
at bindery [illegible]

borrowers in good standing June 30, 1954 ..... 11,[illegible]5

the year 3913

during the year 4152

[illegible] redistribution .....

[illegible]d borrowers in good standing June 30, 1955 ..... 11,[illegible]46

RECEIPT OF MAIL AND OTHER SHIPMENTS FOR
THE YEAR 1954-55

[illegible] ..... [illegible]

[illegible] reserves ..... [illegible]

[illegible] Shipping notices ..... [illegible]

[illegible] Miscellaneous .....

[illegible] .....

[illegible] .....

[illegible] Mail ..... 1,[illegible]

[illegible] .....

[illegible] .....

[illegible] .....

Circulation of Classes		Count of Classes		
Adult	Classes of Books	Adult	Young People	Total
	000 General works	865	76	[illegible]
	100 Philosophy	3724	20	3744
	200 Religion	2215	276	2491
	300 Sociology	5838	6257	12095
959	370 Education			
	400 Language	941	45	986
	500 Science	3561	1347	4908
	600 Useful arts	5909	1185	7094
1585	630 Agriculture			
	700 Fine arts	6903	3931	10834
	800 Literature	6872	871	7743
	900 History	4874	569	5443
	910 Travel	7968	1097	9065
	920 Biography	7810	616	8426
	Documents	18		18
	Magazines	1063	2048	3111
	Miscellaneous	16	10	26
	Total non-fiction	58062	18948	77010
	" fiction	136590	22330	158920
8143	Pay books			
[illegible]	Juvenile			
[illegible]	Vertical			
184	Professional			
	Totals	195252	40578	235830
	Arlington Branch	20171	4092	24263
	City Schools	5910	57019	62929
	Total city circ.	221333	101689	323022
	Jointly [illegible]			[illegible]
	County Schools			[illegible]
	Extension			[illegible]
	Inter-library loans			[illegible]
				[illegible]
	Less			[illegible]
	Net total circulation			[illegible]

[illegible]	[illegible]		Circulation	[illegible]
77	[illegible]		[illegible]	
78	[illegible]		[illegible]	
403	Banning		[illegible]	
354	[illegible]		[illegible]	
356	Blythe		[illegible]	
348	Coachella		[illegible]	
123	[illegible]		[illegible]	
41	[illegible]		[illegible]	
400	[illegible]		[illegible]	
246	Desert		[illegible]	
176	Glenavon		[illegible]	
[illegible]	Hemet		[illegible]	
140	[illegible]		[illegible]	
61	[illegible]		[illegible]	
1129	Indio		[illegible]	
34	Jurupa Heights		[illegible]	
----	Keen Camp		[illegible]	
[illegible]	[illegible]		[illegible]	
[illegible]	[illegible]		[illegible]	
18	Moreno		[illegible]	
[illegible]	[illegible]		[illegible]	
[illegible]	[illegible]		[illegible]	
[illegible]	Nuevo		[illegible]	
288	Palm Springs		[illegible]	
526	Perris		[illegible]	
----	[illegible]		[illegible]	
236	Ripley		[illegible]	
56	[illegible]		[illegible]	
804	San Jacinto		[illegible]	
----	[illegible]		[illegible]	
224	Thermal		[illegible]	
235	Twin Acres		[illegible]	
207	Valley Center		[illegible]	
446	Vista		4514	
257	[illegible]		[illegible]	
	Main Library		[illegible]	
	[illegible]		[illegible]	
	Arlington Branch		[illegible]	

[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	Alamo	[illegible]	
[illegible]	Alberhill	[illegible]	
[illegible]	Antioch	[illegible]	
[illegible]	Dellinger	[illegible]	
[illegible]	Diablo	[illegible]	
[illegible]	Doublelle	[illegible]	
[illegible]	Dustcrowed	[illegible]	
[illegible]	Desert	[illegible]	
[illegible]	Desert Center	[illegible]	
[illegible]	East Vale	[illegible]	
[illegible]	Eden	[illegible]	
[illegible]	Edom	[illegible]	
[illegible]	Elsinore	[illegible]	
[illegible]	El Sobrante	[illegible]	
[illegible]	Gulch	[illegible]	
[illegible]	Ivanhale	[illegible]	
[illegible]	Glenaven	[illegible]	
[illegible]	Hamilton	[illegible]	
[illegible]	Highgrove	[illegible]	
[illegible]	Hoff	[illegible]	
[illegible]	Idyllwild	[illegible]	
[illegible]	Jurupa Heights	[illegible]	
[illegible]	Lakeview	[illegible]	
[illegible]	Lake	[illegible]	
[illegible]	Lemofee	[illegible]	
[illegible]	Mission	[illegible]	
[illegible]	Moreno	[illegible]	
[illegible]	Norco	[illegible]	
[illegible]	Nuevo	[illegible]	
[illegible]	Perris	[illegible]	
[illegible]	Pinacate	[illegible]	
[illegible]	San Ignacio	[illegible]	
[illegible]	San Jacinto	[illegible]	
[illegible]	San Timoteo	[illegible]	
[illegible]	Santa Rosa Camp	[illegible]	
[illegible]	Temescal Canyon	[illegible]	
[illegible]	Thermal	[illegible]	
[illegible]	Valle Vista	[illegible]	
[illegible]	Val Verde	[illegible]	
[illegible]	Valley Center	[illegible]	
[illegible]	West Riverside	[illegible]	
[illegible]	Wildmar	[illegible]	
[illegible]	Winchester	[illegible]	
[illegible]	Wrightwood Dam (Pelvista)	[illegible]	[illegible]

[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
63	[illegible]	1147
140	[illegible]	[illegible]
20	[illegible]	[illegible]
24	[illegible]	[illegible]
177	Ulmer	2210
0	[illegible]	[illegible]
58	[illegible]	[illegible]
39	Irvine	2147
362	Liberty	[illegible]
144	Lincoln	[illegible]
321	Lourfeller	[illegible]
160	Sewell	[illegible]
147	[illegible]	[illegible]
356	Palm	[illegible]

[illegible]

250	[illegible]

[illegible]

[illegible]	[illegible] Palmer Park	[illegible]
1	[illegible]	10

[illegible]
[illegible]

American Ass'n for Adult
  Education
Mr. and Mrs. Lawrence Aus[illegible]
University of Arizona
Mrs. [illegible] Baldwin
[illegible] Jane A. Blackman
[illegible] Bone
[illegible] William [illegible]
[illegible] William Perkins [illegible]
Carnegie Endowment for
  International Peace
[illegible] Association of
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
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[illegible]
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[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

Japanese Government [illegible]
[illegible] Frederic [illegible]
Miss Hazel [illegible]
Mrs. J. [illegible] Lenley
Mrs. L. [illegible]
[illegible] Frank [illegible]'s [illegible]
  Group
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
University of [illegible]
[illegible]
[illegible]
[illegible]
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[illegible]

THE LIBRARY OF THE
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UNIVERSITY OF ILLINOIS

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SEP 15 1931

A. L. A. LIBRARY

ANNUAL REPORT

of the

RIVERSIDE PUBLIC LIBRARY

1931-1932

Riverside, California

LIBRARY BOARD

Judge O. K. Morton, President

Mr. Frank D. Troth, Sr., Secretary

Mrs. V. L. Dwyer

Mr. [illegible] Fenscale

Mrs. Stella [illegible]

Mr. Charles F. [illegible], Librarian

9027
4R622R2
1931/32

Riverside, California,
July 19, 1932.

To the Honorable Mayor and
Common Council of the City of
Riverside, California.

Gentlemen:

In accordance with Section 128 of the City Charter there is submitted herewith, as the report of the Board of Library Trustees for the year ending June 30, 1932, the Financial and Statistical report of the Librarian, together with a statement achieved to this Board.

Respectfully,

Secretary of the Board
of Library Trustees

July 12, 1932

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1932.

The most noteworthy physical change during the past year has been the provision of quarters for the Library in alterations in the upper story of the Library School building. This has made possible a more constant supervision by the presence of some one on the property at night.

To partially relieve the pressure on space, which has been complained of in several previous reports, two metal stacks were installed in the County Room for the storage of books for the service of county schools.

[illegible] reduced expenditures for binding, the [illegible] for a period of over seven years and rebound [illegible] volumes, the past year, raising the recorded number to [illegible]. A considerable part of these additions were gifts. The municipal donors are mentioned in the latter part of this report, and a partial list of donors follows the statistics.

The growth in the number of volumes and in the usefulness of the Library is reflected in the largely increased number of books rebound and repaired.

An index of the scope of business of our Library, including as it does public and county libraries and Library School, is the number of pieces of mail received and [illegible] by various means made during the year, reaching the total of 85,[illegible], an increase of 2000 over last year.

Following the example of the Cleveland Public Library, we attempted last year to sell some duplicates to [illegible] public patrons of the Library, acquired through [illegible]. Thirty-seven dollars was received from [illegible] patrons and is now [illegible] of disposal.

[illegible]

The popularity of the Library's [illegible] as [illegible] has been [illegible] during the year. Both [illegible] and [illegible] have been [illegible] and [illegible] of [illegible] has been [illegible] of [illegible] and [illegible] of [illegible].

LIBRARY
UNIVERSITY OF [illegible]

[illegible] over the previous year. The total circulation of [illegible] half a million, the increase for the year [illegible]. The percentage of fiction in circulation was very [illegible] lower than that of the previous year. The most marked characteristic of the reading of non-fiction during this period has been an increase in interest in books relating to political and economic questions and in travel and biography.

REFERENCE [illegible]

No marked changes for this department are to be reported, but Miss Helen Evans, Reference Librarian, notes the [illegible] character of reference work done during the past year, there being more users of the department interested in research rather than in securing answers to single questions as in [illegible] past.

CATALOG DEPARTMENT

Although there have been fewer books purchased during the past year, the Catalog Department shows an increase of [illegible] in the number of books cataloged, while nearly three times as many were recataloged as during the previous year. This [illegible] from the American Library Association subject headings used in the past to the Library of Congress subject headings. This has been made necessary by the fact that new editions of the former list were not being issued, [illegible] French and Spanish being included.

[illegible]

Despite the great impetus that the work of this department received the previous year, [illegible] in the new quarters, it shows a further increase in activity [illegible]. The increase in circulation, while not as great as that in the adult section of the library, stands at [illegible]. [illegible]

[illegible]

The City School Department [illegible] in the educational work of the schools [illegible] reading for the pupils. The circulation in this department has increased [illegible] over the previous year, only a degree lower than that of the [illegible] Branch itself. This department serves nine elementary schools of the city through one hundred thirteen classrooms, each receiving both recreational and work-type books, and three school libraries, those of Lowell, Palm and Grant Schools, the last of which was opened in January. Some service was also given to the school for exceptional children, to the school at the County Hospital and to the Detention Home.

COUNTY AND BRANCHES DEPARTMENT

[illegible]

[illegible] borrowers shows an increase of over [illegible] standing at [illegible]. The opposite is the case with the county schools, which [illegible]

[illegible]

[illegible]

[illegible]

[illegible] LIBRARY SCHOOL [illegible]

The work of the library school opened in October with an enrollment of twenty for the year course, which had been to be repeated as normal. At the time of writing, this number has been reduced to twenty-one. The enrollment for the summer school is used to almost exactly half that of the previous year. Employment in the library field has reflected economic conditions. Of the class of twenty-seven students graduated in August [illegible] [illegible] have been placed, of which three on part-time work. Five [illegible] unemployed, of which it is interesting to note that [illegible] graduates and three of these six have returned to college during the past year for additional work. Pressure is being exerted in library and library school circles to reduce the curriculum of library schools and this is a question which this library school must face during the coming year.

[illegible]

[illegible] Dallas.

The library is also indebted to numerous [illegible]. Among the most valuable special interest were those of a [illegible] position of clan tartans lent by Mrs. [illegible] Lovelace and a collection of [illegible] and pictures related to [illegible] and made available by Miss Helen Patricia Prouty, supervisor of music, Riverside County schools.

The cooperation of the local newspapers in [illegible] notices and in the publication of material furnished by the library and the library school are acknowledged.

And so ends another year of exploration of the [illegible] and accuracy in reading and information. It should be [illegible] that in this time the library is a source to [illegible] accomplished, a [illegible] to those still [illegible] be recognized and [illegible] public service at [illegible] of [illegible].

[illegible]

ESTIMATE OF AMOUNTS REQUIRED FOR THE RIVERSIDE
PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING
JULY 1, 1932

	Requested 1932-1933	Spent 1931-1932
Salaries and Wages	$32,191.09	$30,461.79
[illegible]		
[illegible]		
Van Doren		
Avery		
Allen		
Bitter		
Hibbard		
Brown		
Farrier		
Carter		
Salary Substitute, Temporary Help, etc.		
Books	6,800.00	6,816.1[illegible]
Periodicals, serials, newspapers	1,225.00	1,684.8[illegible]
Tape, Cellophane and Flat Filing	102.00	[illegible]
Binding, Instruction & Advertising	2,100.00	2,717.[illegible]
Bills, Grounds & Par. Improvements	40.00	30.1[illegible]
Furniture & Fixtures	[illegible]	[illegible]
Printing and Paper Stock	1,000.00	1,170.2[illegible]
Binding and Repairing	2,020.00	2,[illegible]
Heat, Light and Power	2,100.00	2,[illegible]
Water	100.00	10[illegible]
Telephone & Telegraph	650.00	[illegible]
Postage	600.00	603.[illegible]
Freight, Drayage and Express	215.00	214.[illegible]
Incidentals, Board Expense & Travel	420.00	[illegible]
Office Supplies	335.00	[illegible]
Ads	310.00	[illegible]
Miscellaneous	425.00	[illegible]
Insurance	500.00	1,0[illegible].47
Repairs to Buildings	250.00	204.71
Repairs to Furniture	20.00	1[illegible]
Assistant or Library & Library School Graduate and Assistant	125.00	100.[illegible]
Totals	[illegible]	[illegible]

Approved by the Board of Trustees of the Riverside Public Library

By _____
Secretary

Wed 3/9, 1932.

[illegible]		$ 2,[illegible]	
[illegible]		[illegible]	
[illegible]		10,[illegible]	
[illegible] County		[illegible]	
" " City		2,000.00	
Library School Fees		4,[illegible]	
Miscellaneous:			
Fines	$ 2,092.69		
[illegible]	[illegible]		
Loss & Damage	446.07		
[illegible]	[illegible]		
Sales	104.90		
Miscellaneous	116.38		
Cash Balance [illegible]	82.00	3,170.10	$29,201.07

DISBURSEMENTS

Salaries	18,113.39	
[illegible]	10,[illegible]	
[illegible]	6,916.12	
Newspapers, Periodicals & Serials	1,324.61	
[illegible], Memorabilia & Flat Filing	285.00	
[illegible], Instruction & Advertising	2,717.00	
[illegible], Grounds & Permanent Improvements	90.02	
Furniture & Fixtures	431.16	
Binding & Paper Stock	1,170.21	
[illegible]	[illegible]	
Heat, Light & Power	2,[illegible]	
[illegible]	[illegible]	
[illegible] & Telephone	[illegible]	
[illegible]	[illegible]	
Freight, Drayage & Express	[illegible]	
Travel, Branch Expense & Transportation	[illegible]	
Office Supplies	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
Insurance	1,[illegible]	
Repairs to Buildings	[illegible]	
Repairs to Furniture & Fixtures	17.65	
Advancement of Library & Library School Scholarship	[illegible]	
	$[illegible]	
[illegible]	461.[illegible]	$[illegible]

[illegible]

[illegible]

[illegible] being duly sworn, on his oath says that he is the [illegible] of the Board of Directors of the Riverside Public Library and that the foregoing statement is truly and correctly to the best of his knowledge and belief.

[illegible]

Subscribed and sworn to before me this [illegible] day of July, [illegible]

[illegible]

[illegible] in and for the County of Riverside, State of [illegible]

BOOK AND EQUIPMENT RECORD FOR YEAR ENDING
JUNE 30, 1952

Total books owned and unbound, June 30, 1951			[illegible]
Accession number June 30, 1950		148,814	
Accessions by purchase	4304		
" " gift or exchange	859		
" " subscription & binding	201		
" " recataloged books previously unaccessioned	44	6,006	6,006
Accession number June 30, 1952		148,[illegible]	
Unaccessioned volumes		19,300	[illegible]
" supplementary readers (including gifts)		17,117	1,910
Bound books and pamphlets (est.)		40,[illegible]	[illegible]
Gross totals		229,642	165,[illegible]

DEDUCTIONS

To block accession numbers	1,[illegible]	
Withdrawals from stock, Pamphlets 20	20,[illegible]	[illegible]
Pamphlets, 100	13,878	[illegible]
Total deductions	[illegible]	[illegible]
Net total books accessioned, unaccessioned bound and unbound, June 30, 1952	160,027	160,[illegible]
Net increase		[illegible]

Volumes cataloged	7,[illegible]
Volumes recataloged	1,[illegible]
Catalog cards filed	10,[illegible]
Donor's collection	15

Books and magazines bound, rebound & repaired in library	11,[illegible]
" " " " " " " by binders	2,[illegible]
Total	13,[illegible]

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30, 1952

Registered borrowers in good standing June 30, 1951	1110[illegible]
Added during the year	4166
Cancelled during the year	3550
Increase in total registration (616)	
Registered borrowers in good standing June 30, 1952	1[illegible]

RECORD OF MAIL AND OTHER SHIPMENTS FOR THE YEAR 1951-1952

Postal cards	- Overdues	15,059
" "	- Reserves	3,756
" "	- Shipping notices	3,[illegible]
" "	- Miscellaneous	199
Sealed		[illegible]
Insured		2,181
Parcels	Packages by Mail	1,360
"	" Express	[illegible]
"	" Individuals	1,[illegible]
	Total	33,495

[illegible]

[illegible]

[illegible]

[illegible]		Count of Classes		
[illegible]	Adult	Adult	Young People	Total
	Classes of books			
	000 General works	953	[illegible]	[illegible]
	100 Philosophy	[illegible]	[illegible]	[illegible]
	200 Religion	[illegible]	[illegible]	[illegible]
	300 Sociology	[illegible]	[illegible]	[illegible]
1397	370 Education			
	400 Language	[illegible]	[illegible]	[illegible]
	500 Science	[illegible]	[illegible]	[illegible]
	600 Useful arts	[illegible]	[illegible]	[illegible]
[illegible]	630 Agriculture			
	[illegible] Fine arts	7410	[illegible]	[illegible]
	[illegible] Literature	[illegible]	[illegible]	[illegible]
	[illegible] History	[illegible]	[illegible]	[illegible]
	910 Travel	[illegible]	[illegible]	[illegible]
	920 Biography	[illegible]	[illegible]	
	Documents	1[illegible]		
	Magazines	2518	[illegible]	
	Miscellaneous	10	[illegible]	
	Total non-fiction ..	[illegible]784[illegible]	[illegible]	[illegible]
	" fiction	176[illegible]49	[illegible]	[illegible]
[illegible]	Per Cent			
[illegible]	County			
[illegible]	[illegible]			
[illegible]	[illegible]			
	[illegible]	[illegible]	[illegible]	
	Arlington Branch			[illegible]
	City Schools			[illegible]
	County Schools			[illegible]
	County Transfers			[illegible]
	[illegible]			[illegible]
	Inter-library loans			[illegible]
				[illegible]
	[illegible]			[illegible]

[illegible] is the circulation of books in [illegible] branches from [illegible] to [illegible] Library and Arlington Branch.

CIRCULATION

[illegible] BRANCH

Year ended Dec. 31, 1[illegible]

[illegible]	Adult	Classes of Books, etc.	Count of Classes Adult	Young People	Total
		000 General works			
		100 Philosophy	54		[illegible]
		200 Religion	1[illegible]	[illegible]	10[illegible]
		300 Sociology	[illegible]	[illegible]	[illegible]
		400 Language	[illegible]		[illegible]
		500 Science	19[illegible]	1[illegible]	[illegible]
		600 Useful arts	[illegible]	[illegible]	[illegible]
		700 Fine arts	[illegible]	10[illegible]	1[illegible]
		800 Literature	1[illegible]	[illegible]	[illegible]
		900 History	[illegible]	[illegible]	[illegible]
		910 Travel	30[illegible]	[illegible]	[illegible]
		920 Biography	[illegible]	[illegible]	[illegible]
		Periodicals	[illegible]		[illegible]
		Magazines	[illegible]	100	1[illegible]
		Miscellaneous	1[illegible]		1[illegible]
		Total non-fiction	3570	2310	5[illegible]
		Fiction	2[illegible]	4870	2[illegible]
[illegible]	[illegible]	Total			
		[illegible]	[illegible]	[illegible]	[illegible]

[illegible]	[illegible]		[illegible]	[illegible]
[illegible]		Central Junior High	[illegible]	
[illegible]		Cesnave Junior High	[illegible]	
[illegible]		University Heights Jr. H.	[illegible]	
[illegible]		Poly High	409	
[illegible]		Junior College	69	
[illegible]		Continuation (Girls)	116	
[illegible]		Part Time (Boys)	88	
[illegible]		[illegible]		
31		County Hospital Sch.		
573		Grant	[illegible]	
507		Casa Blanca	[illegible]	
486		Fremont	[illegible]	
345		Grant	[illegible]	
145		Independencia	[illegible]	
[illegible]		Irving	[illegible]	
430		Liberty	[illegible]	
419		Lincoln	[illegible]	
430		Longfellow	[illegible]	
[illegible]		Lowell	[illegible]	
[illegible]		[illegible]	[illegible]	
[illegible]		Polk	[illegible]	[illegible]

[illegible]

[illegible]	888	Kalbagian		

[illegible]

[illegible]	797	Individuals, etc.	[illegible]	[illegible]

[illegible]	87	[illegible]	87	87

[illegible] TOTAL [illegible]

LIST OF MEMBERS AND OTHER PRINCIPAL DONORS

1931-1932

American Ass'n for the Advancement of Science & Associated Societies
American Historical Society, Inc.
American Social Hygiene Ass'n
American Society for the Control of Cancer
Mrs. Lars Anderson
Miss Clara Benedict
F. A. Benjamin
Mrs. Arthur Brown
Mrs. Elizabeth Burbank
Carnegie Endowment for the Advancement of Teaching
Carnegie Endowment for International Peace
Carnegie Institution of Washington
Arthur P. Clarke
Mrs. E. J. Clarke
Mrs. George Cocking
Mrs. B. L. Cowgill
George E. Fritsche
[illegible] Chapter
Mr. and Mrs. Eugene H. Day
Miss Rachel Fossett
Alena Fullerton
Donald G. Fullerton
Mrs. W. A. Griesbaber
Ross Harding
Miss Ada C. Hays
Hispanic Society of America
Mrs. William Armstrong Hunter
Illinois. Library Extension Div.
Japan Society
William G. Johnston Company
Kurt Luckeman
Marine Research Society
Mrs. Mary Mizner
Moody's Investors Service
More Game Birds in America, Inc.
National Federation of Post Office Clerks. Local No. [illegible]
National Sculpture Society
Mrs. Edna Nethery
Miss Gertrude Odell
Miss Margaret Reynolds
Riverside Stamp & Coin Club
A. D. Shamel
H. F. Sinclair
A. L. Taveau, Jr.
Mr. and Mrs. J. V. E. Titus
Smithsonian Institution
United States Commission for the Celebration of the Two Hundredth Anniversary of the Birth of George Washington
Dr. H. A. Van Coenen Torchiana
Chester J. Wilcomb

q027
R622R1
1930/31

A. L. A. LIBRARY

C27
R622E
1930/31

RIVERSIDE PUBLIC LIBRARY

July 31, 1931.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1931.

For several years your Librarian has called attention to the increasing pressure on space. During the past year consideration was given to enlargement of the library, either by excavation under the original building or by addition. The cost in each case seemed prohibitive and an alternative was finally found. This consisted in the remodelling of the so-called Peninsula rooms, two doors east of the main library and adjoining the library school building.

This work was contracted for by Knapp and Hughes and the building occupied December 27, 1930. The new building was called the Junior Branch, a name suggested by Mr. John Gardner of the Board of Directors. It houses the Juvenile Department of the Library, the City School Department and the upstairs rooms afford additional storage space.

A formal garden has been made in the rear of the building, providing a pleasant setting for the children's story hours.

The rooms vacated by the Juvenile Department on the west side of the main building were assigned to the Catalog Department, increasing its space fifty per cent. In turn the space vacated by the Catalog Department was added to the Delivery Department, nearly doubling the space formerly allotted to the latter.

Some additional space has also been found for book case material under the supervision of the Reference Department. All this has constituted the largest physical change made in the library during the incumbency of your present Librarian and was accomplished at a fraction of the cost of either of the other additions proposed. This is a decided relief but the need for additional shelving in the main stack room and for pamphlets remains pressing.

CIRCULATION DEPARTMENT

It is notorious among librarians that the use of libraries is increased in times of financial depression, so it is not surprising that the increase in circulation of the library during

LIBRARY
UNIVERSITY OF ILLINOIS

CITY SCHOOL DEPARTMENT

Under special contract with the Board of Education, the Lowell Public Library provided one hundred [illegible] collections to ten elementary schools of the city, [illegible] supervising librarian in the Lowell Normal School. The effect of this effort under the skilled direction of Miss Mildred Krom [illegible] school library, under trained direction, having demonstrated its [illegible] one hundred sixty-seven book talks. The turnover in circulation for the department was twenty per cent.

[illegible]

During the year three new branches were [illegible], Good Hope and Crown Corner. The first named being [illegible]. The branches were reopened, three of them [illegible]. Three schools also joined the County Library, [illegible] and ten [illegible]. Improvements in the work of [illegible] by a revised procedure of [illegible] and a reduction of photographic records.

Miss Eleanor Ellson, in charge of the Marst [illegible], one hundred twenty-two stations in seventy-[illegible] the number of books sent out to branches increased [illegible] the year while the circulation increased [illegible] per cent. The library has met the increasing claims of the school [illegible] by enlarging the space allotted, as above [illegible], and by [illegible] combined growth is to be provided for, there being [illegible] an appropriation from the county for its [illegible].

[illegible]

[illegible] course in [illegible] in your course of [illegible] special [illegible] of work in the [illegible] also [illegible] of the public [illegible] special and elective [illegible] by [illegible] of [illegible] of [illegible]

[illegible]

[illegible] students from outside the [illegible] year have been those of the American Institute of [illegible] Arts of New York City (including fifty hours of the [illegible] Riding for Women), the Roosevelt Training School, the [illegible] Low Institute of the Anderson School of Physical [illegible], and the Institute of the Carnegie Library [illegible] Time of Library and Work Children.

[illegible]

[illegible]

[illegible]

[illegible]

ESTIMATES OF AMOUNTS REQUESTED FOR THE RIVERSIDE
PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING
JULY 1, 1931

	Requested 1931-1932	Spent 1930-1931
Salaries and Wages	$38,937.14	$34,182.04
Woods		
Evans		
Lewis		
Van Norman		
Swezey		
Wilson		
Whitten		
Hitchcock		
Brown		
Harriss		
Woodruff		
Hour, substitute, emergency help, cleaners		
Books	12,881.40	10,741.21
Periodicals, aerials, newspapers	1,500.00	1,379.38
Repr. Memorabilia and Plat Filing	200.00	333.38
Education, Instruction & Advertising	2,600.00	1,970.00
Bldgs., Grounds & Per.Improvements	800.00	4,173.02
Furniture and Fixtures	750.00	1,960.48
Printing and Paper Stock	1,000.00	1,100.27
Binding and Workshop	2,000.00	2,307.01
Fuel, Light and Power	2,650.00	2,612.04
Water	250.00	190.38
Telephone and Telegraph	350.00	360.57
Postage	900.00	909.06
Freight, Drayage and Express	240.00	244.95
Transportation, Branch Expense & Travel	450.00	891.20
Office Supplies	450.00	446.77
Refunds	310.00	269.10
Miscellaneous	625.00	540.34
Insurance	1,075.00	738.00
Repairs to Buildings	300.00	1,478.84
Repairs to Furniture	150.00	492.30
Advancement of Library and Library School Contacts and Accreditation	100.00	10.65
Totals	$46,318.54	$44,312.41

BOARD OF DIRECTORS OF THE RIVERSIDE PUBLIC LIBRARY

July 20, 1931.

By Frank D. Troth
Secretary

[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible] Fees		[illegible]	
[illegible] (No.7150)		[illegible]	
[illegible] Receipts:			
Fines	[illegible]		
Permits	[illegible]		
Loss & Damage	388.00		
Postal Notices	59.81		
Sales	464.00		
[illegible]			
Ang rent ($198.00)	354.97		
Cash balance over	25.30	3,500.50	[illegible]

DISBURSEMENTS

Salaries	18,2[illegible]	
Rent	10,[illegible]	
Books	10,741.[illegible]	
Periodicals, Periodicals & Serials	[illegible]	
Maps, Manuscripts & Flat Filing	[illegible]	
Circulation, Distribution & Charging	[illegible]	
Office, Grounds & Permanent Improvements	[illegible]	
Furniture and Fixtures	[illegible]	
Printing & Paper Stock	1,100.27	
Binding & Cataloging	[illegible]	
Fuel, Light & Power	[illegible]	
Insurance	[illegible]	
Telegraph & Telephone	[illegible]	
Postage	[illegible]	
Freight, Express & Express	[illegible]	
Travel, Office Expense and Transportation	[illegible]	
Office Supplies	[illegible]	
Refunds	[illegible]	
Miscellaneous	[illegible]	
Insurance	[illegible]	
Repairs to Buildings	1,475.[illegible]	
Repairs to Furniture & Fixtures	[illegible]	
Retirement of Library & Library School		
Contingent	[illegible]	
	[illegible]	
Cash Balance	[illegible]	[illegible]

State of California
County of Riverside

[illegible] — being duly sworn, on his oath says that he is the [illegible] of the Board of Directors of the Riverside Public Library [illegible] the foregoing statement is fully true and correct to the best of [illegible] knowledge and belief.

[illegible]

[illegible]

[illegible]

LIST OF EMPLOYEES WITH TOTAL OF SALARIES AND WAGES FOR THE FISCAL YEAR JULY 1, 1930 to JUNE 30, 1931

SALARIED EMPLOYEES

[illegible] P. [illegible], Librarian	[illegible]
[illegible] Frank, Asst. Librarian, Reference (12 mos.)	1,[illegible].00
[illegible] J. Lewis, Head Cataloger (12 mos.)	[illegible].00
Lorina Van Norman, Head Cataloger (7 mos.)	1,[illegible].00
[illegible] Hanby, Head Captain	1,[illegible].00
[illegible] J. [illegible], Head of Circulation Dept.	1,[illegible].00
[illegible] G. [illegible], Asst. Sup't, Br. Sys. (7½ mos.)	1,[illegible].00
[illegible] Blackmark, Sup'ty be the Librarian	[illegible].00
Mildred [illegible], City Schools Librarian (12 mos. of 6 hr.)	1,[illegible].00
[illegible] Harrison, Custodian, Arlington Br.	720.00
[illegible] L. [illegible]	360.00
American Legion Auxiliary, Custodian, Thermal Br.	18.00
[illegible] G. [illegible], " , Highgrove Br.	48.00
[illegible] Hana L. Beck, " , Wildomar Br.	60.00
[illegible] John [illegible] Warner, " , Mecca Br.	48.00
[illegible] C. C. Houston, " , Ripley Br.	44.00
[illegible] L. G. Kepner, " , Valley Center	84.00
[illegible], " , Murrieta Br.	60.00
[illegible], " , Indio Br.	360.00
[illegible], " , Palm Springs	30.00
[illegible], " , Temecula	[illegible]
[illegible], " , Thermal Br.	18.00
[illegible], " , Coachella	180.00
[illegible], " , [illegible]	[illegible]
[illegible], " , Mecca Br.	24.00

CLERK AND ATTENDANTS, SUBSTITUTES, EMERGENCY & HOUR PAY

[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]

LIST OF EMPLOYEES WITH TOTAL OF SALARIES & WAGES PAID FOR THE FISCAL YEAR JULY 1, 1950 to JUNE 30, 1951, Continued

Florence A. Daly	1,121.00
Lillie Dechelmann	[illegible]
Irene Davis	[illegible]
Rosalie Davis	[illegible]
Mrs. Anne Deputy	[illegible]
Dorothy Derby	[illegible]
Katherine Dombaugh	[illegible]
Myra F. Finton	1,180.00
Marguerite Graham	[illegible]
Sybil Hadlow	[illegible]
Phyllis Hamlin	[illegible]
Erna Hansen	[illegible]
Eleanor Hawkins	[illegible]
Mrs. Mary E. Heinth	[illegible]
Lettie Harvey	[illegible]
Kathleen Hastings	[illegible]
Mildred Hood	[illegible]
Edith M. Hutchins	[illegible]
Julian Hughes	[illegible]
Peter Hughes	[illegible]
Olive Hazell	[illegible]
Charlotte E. Heald-Hebbs	[illegible]
Louise Imsry	[illegible]
Sidney H. Hequembourg	[illegible]
Dorothy A. Kird	[illegible]
Shelby Kird	[illegible]
Mary Jean Kitchcock	[illegible]
Lillie Kutzen	[illegible]
Dorothy Ike	[illegible]
Mary Kimball	[illegible]
Mrs. E. M. Lindsley	[illegible]
Lillie McBride	[illegible]
Ruth McCutchen	[illegible]
Carmen MacGovern	[illegible]
Florine Petnt/ff	[illegible]
Helen Baty McNair	[illegible]
Mrs. L. J. McWilliams	[illegible]
Raymond Meyrinan	[illegible]
Virginia Moreman	[illegible]
Bertha Mattler	[illegible]
Irene Miller	[illegible]
Lillie M. Myers	1,407.00
Mary Ellen Newman	[illegible]
Gertrude Niall	[illegible]
Marjorie P. Paim	[illegible]

List of employees, the total of salaries & wages for period from July 1, 1940 to June 30, 1941, inclusive

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[illegible] Tibe	134.12	
Frances Rayburn	35.50	
Lillian Roberts	35.62	
Irene Ross	270.78	
Vivian Schmidt	2.10	
Wilfred L. Smith	81.68	
Ruth S. Weaver	225.16	
Mrs. Louise Strong	1,855.60	
Jean Dryhurst	1,880.90	
Julian C. Vradenburg	7.00	
Mrs. Marjorie Walton	1,126.00	
Mary Whitfield	42.50	
Ruth Jeanette Wilbur	4.90	
Tom and Wilson	1,625.30	
Mrs. Rae Wilson	20.50	
A. D. Westcott	1,041.80	
Ben Westcott	81.78	[illegible]
Total salaries and wages		$36,[illegible]

BOOK AND PAMPHLET RECORD FOR YEAR ENDING
JUNE 30, 1951

Total books bound and unbound, June 30, 1950			144,810
Remaining number June 30, 1951			[illegible]
Accessions by purchase	9496		
" " gift or exchange	484		
" " subscription & binding	141		
" " rentalized books previously accessioned	44	1,1[illegible]	[illegible]
Remaining number June 30, 1951		140,010	
Deducted bound volumes		18,102	[illegible]
" supplementary readers (including gifts)		16,[illegible]	[illegible]
Bound books and pamphlets (est.)		45,[illegible]	[illegible]
Gross totals		217,[illegible]	[illegible]

DEDUCTIONS

By block accession numbers	4,340	
Withdrawals: Books lost, Documents, Used	44,919	[illegible]
Pamphlets, None	13,776	
Total deductions	[illegible]	[illegible]
Net total books accessioned, unaccessioned, bound and unbound, June 30, 1951	154,621	[illegible]
Net increase		13,17[illegible]

Volumes catalogued	[illegible]
Volumes recatalogued	[illegible]
Catalog cards filed	15,[illegible]
Books in collection	[illegible]

Books and magazines bound, rebound & repaired in library	[illegible]
Books and magazines bound, rebound & repaired at bindery	[illegible]
Total	1[illegible]

[illegible]

[illegible]

Registered borrowers in good standing June 30, 1950 .... [illegible]	
[illegible] during the year	4008
Cancelled during the year	3090
[illegible] in good [illegible] (1,186)	[illegible]
Registered borrowers in good standing June 30, 1951	[illegible]

[illegible]

[illegible]

[illegible]	[illegible]
" - Reserves	[illegible]
" - Shipping Notices	[illegible]
" - Miscellaneous	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
Encyclopedia	[illegible]
Total	[illegible]

[illegible]

[illegible]

[illegible]			[illegible]	
[illegible]	[illegible]		[illegible]	[illegible]
		Classes of books		
		000 General works	682	201
		100 Philosophy	4,316	[illegible]
		200 Religion	2,650	214
		300 Sociology	5,180	10,[illegible]
	1,375	370 Education		
		400 Language	[illegible]	13
		500 Science	[illegible]	[illegible]
		600 Useful arts	[illegible]	[illegible]
	1,570	630 Agriculture		
		700 Fine arts	[illegible]	[illegible]
		800 Literature	[illegible]	[illegible]
		900 History	[illegible]	[illegible]
		910 Travel	[illegible]	[illegible]
		920 Biography	[illegible]	[illegible]
		Periodicals	10	
		Magazines	[illegible]	[illegible]
		Miscellaneous	[illegible]	[illegible]
		Total Non-Fiction	55,818	[illegible]
		" Fiction	[illegible]	[illegible]
	4,[illegible]	Pay Books		
[illegible]	[illegible]	Comics		
[illegible]	[illegible]	Vacation		
	[illegible]	Professional		
		Totals	218,[illegible]	[illegible]
		Application [illegible]		[illegible]
		City [illegible]		[illegible]
		County [illegible]		[illegible]
		County [illegible]		[illegible]
		[illegible]		[illegible]
		Inter-library loans		[illegible]
				[illegible]
		[illegible]		[illegible]

[illegible] is the circulation of books to adult borrowers over the desk at [illegible] Library and [illegible] Branch.

[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]

[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
110	[illegible]	[illegible]
142	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
325	[illegible]	[illegible]
1130	[illegible]	[illegible]
320	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
787	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
140	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
146	[illegible]	435
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
748	[illegible]	[illegible]
130	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
260	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
401	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
394	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
190	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
1119	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]

[illegible]	[illegible]	[illegible]	[illegible]
901	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
140	[illegible]	[illegible]	[illegible]
540	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
230	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
620	[illegible]	[illegible]	[illegible]
347	[illegible]	[illegible]	[illegible]
004	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
747	[illegible]	[illegible]	[illegible]
022	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
640	[illegible]	[illegible]	[illegible]
027	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
540	[illegible]	[illegible]	[illegible]
641	[illegible]	[illegible]	[illegible]
640	[illegible]	[illegible]	[illegible]
746	[illegible]	[illegible]	[illegible]
720	[illegible]	[illegible]	[illegible]
014	[illegible]	[illegible]	[illegible]
644	[illegible]	[illegible]	[illegible]
681	[illegible]	[illegible]	[illegible]
870	[illegible]	[illegible]	[illegible]
857	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
194	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
240	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
1018	[illegible]	[illegible]	[illegible]
1118	[illegible]	[illegible]	[illegible]
1917	[illegible]	[illegible]	[illegible]
024	[illegible]	[illegible]	[illegible]
547	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]

	CITY SCHOOLS	Circulation
	Central Junior High	3018
675	Cleveland Junior High	3956
282	University Heights	3972
57	Junior College	87
57	Poly High	146
447	Bryant	1371
370	Ohan Blanco	3526
[illegible]	Fremont	[illegible]
370	Grant Elementary	1[illegible]
187	Independiente	20
324	Irving	2285
650	Liberty	4410
301	Lincoln	1700
535	Longfellow	3[illegible]0
217	Lowell	2271
170	Magnolia	[illegible]
[illegible]	Palm	5422
[illegible]	Part Time	[illegible]

	CITY PUBLIC
[illegible]	[illegible]

	LIBRARY	
[illegible]	Individuals, etc.	921

[illegible]	[illegible]	[illegible]

[illegible] TOTAL [illegible]

[illegible]

[illegible] ..... [illegible]

[illegible]

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

[illegible] Jewish Committee
[illegible] Medical Association
[illegible] H. Hall
[illegible] Company
[illegible] es
[illegible] Dalley
[illegible] A. Bakewell
[illegible] Jones
[illegible] Miller & Porme
[illegible] L. Boardman
[illegible] H. Bradley
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible] Radio
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

Mr. Frank P. Hill
Magnetic Society of America
[illegible] Petroleum [illegible]
Mrs. W. A. Hosser
Robert G. Hurley
The Japan Society
Miss Fannie B. Jerdius
Mrs. Marie L. Jones
James H. Kelly, Jr.
John C. Kimball
Mrs. Hugh B. [illegible]
Mrs. Florence Lowry
Miss Veronica [illegible]
Mr. and Mrs. [illegible]
Miss Lillian V. Lyford
[illegible]
Mrs. Jane Manfold
Mount Holyoke Regional [illegible] Committee
[illegible]
[illegible]
Miss Hillie Parker
Mrs. W. D. [illegible] Parker
Mrs. [illegible]
Miss [illegible]
Mrs. [illegible]
Mrs. [illegible]
[illegible]
[illegible]
[illegible]
Trambline Company

Mrs. Charles [illegible] Avery
Mrs. [illegible]
University of the Witwatersrand
[illegible]
[illegible] Yates

9027
R622R1
1929/30

A. L. A.
SEP 1 2 1930

A. L. A. LIBRARY

ANNUAL REPORT

of the

RIVERSIDE PUBLIC LIBRARY

1929-1930

Riverside, California

Judge O. K. Morton, President

Mr. Frank D. Troth, Sr., Secretary

Mrs. T. L. Lorbeer

Dr. John Gardner

Mr. W. G. Farndale

Charles F. Woods, Librarian

THE LIBRARY OF THE
NOV 4 - 1930
UNIVERSITY OF ILLINOIS

027
R622RA
1929/30

Riverside, California,
July 31, 1930.

To the Honorable Mayor and Common
Council of the City of Riverside,
California.

Gentlemen:

In accordance with Section 128 of the City Charter there is submitted herewith as the report of the Board of Library Trustees for the year ending June 30, 1930, the financial and statistical report of the Librarian, together with his statement addressed to this Board.

Respectfully,

W. H. FARNDALE

President of the Board of
Library Trustees, Pro
Tem.

[illegible]

July 31, 1930.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the Fourteenth [illegible] report of the Riverside Public Library for the year ending June 30, 1930.

In his report of last year, the Librarian [illegible] the need of increased space, citing [illegible] according the pressure in various departments of the Library. [illegible]

This being the year of the decennial census [illegible] an opportune time to compare the growth of the library [illegible] of the population of the city. In these last ten years the population has increased 58.5%. Despite heavy withdrawals, [illegible] last year, the increase in the number of books in the library [illegible] at pace, being 57% for the ten year period, but the circulation at the Main Library has been practically double [illegible] [illegible]tments has exactly doubled in the ten years. [illegible] nothing can more plainly indicate the justification for the [illegible] liberal financial support of the last few years or the need for [illegible] per annum in its business it is not sufficient that the Library receive in any year simply the sum of money which it received the previous year.

[illegible]

[illegible] of our desk attendants, directed by Miss [illegible] [illegible] at the Main Library [illegible] 1929, there was a [illegible] January, 1930, to 28,992. It is of [illegible] also the month of highest [illegible] [illegible]y, the grand total for the [illegible]

With the larger book funds of the past few [illegible] has been possible to buy more non-fiction books [illegible] this has had the gratifying result that [illegible] fiction in these ten years has not [illegible] fiction has trebled.

LIBRARY
UNIVERSITY OF ILLINOIS

+N 53 dirg 1929/30-1931/32

REFERENCE DEPARTMENT

The library has long had in its possession a collection of material relating to the war records of men enrolled from Riverside County for service in the World War. With the limited personnel and funds of the library it has hitherto been impossible to put this material into proper order, but this year this was done under the supervision of Miss Helen Evans, Head of the Reference Department, with the assistance of a group of students of the Library School, Misses Helen Inglese, Leilia Harvey, Gladys Bird, Eleanor Marsh and Lillian Roberts. So far as the record stands, the entire account of each person is now instantly available.

CATALOG DEPARTMENT

Miss Minnie L. Davis, Head Cataloger, reports as follows: "The accession slips show that we have added nearly one thousand more volumes than in any previous year. In five years we have added thirty-five thousand volumes, a little more than one-third the number added during the previous existence of the library. In the work of reclassifying, nearly all fiction has been removed from the old catalog. A separate shelf list was prepared for most of the books used by the County Schools."

CHILDREN'S DEPARTMENT

The high point in the activity of this department was reached on Saturday, November 23rd., when over three hundred children were present at a story hour conducted by Mrs. Louise Dennis, Head of the Department, with the cooperation of Miss Katherine C. Bush, Principal of Magnolia School. In addition to the stories there were stereopticon pictures and a little play by the children of the school. All records for circulation in this department were broken on the same day with the issue of 419 books.

The salutary effect of the provision of special attendance for this Department and the increased gallery for books is shown by the fact that during the decennial period the percent of increase of circulation in this Department has been a third greater than that of the adult readers.

COUNTY DEPARTMENT

In January, 1920, the library suffered a loss in the death of Miss Frances Young, who for six years had served the library in charge of this department, faithfully, intelligently and to the satisfaction of all with whom she came in contact. Her place was

REFERENCE DEPARTMENT

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CHILDREN'S DEPARTMENT

The high point in the activity of this department was reached on Saturday, November 23rd., when over three hundred children were present at a story hour conducted by Mrs. Louise Dewey, Head of the Department, with the cooperation of Miss Margaret E. Ruth, principal of Magnolia School. In addition to the stories there were stereoptican pictures and a little play by the children of the school. All records for circulation in this department were broken on the same day with the issue of 419 books.

The salutary effect of the provision of special attendance for this Department and the "unsealed outlog for books in stock" is shown by the fact that during the decennial period the percent of increase in circulation in this Department has been a third greater than that of the adult section.

COUNTY DEPARTMENT

In January, 1920, the library suffered a loss in the death of Miss Theresa Strong, who for six years had served the library as head of this department, faithfully, intelligently and to the satisfaction of all with whom she came in contact. Her place was

Wilson, a graduate of the Riverside Library Service School, 1928, [illegible] Oklahoma. Miss Wilson immediately set about becoming acquainted with her territory and as a consequence and despite the preoccupations of a new position, has opened new fields of service at Alberhill, Anza, Romoland, and has re-opened branches at Thermal and Palm Springs. The circulation in Riverside County outside the city has increased eighty-six percent in ten years. The number of books sent out from the central library to branches in the county during the same period has increased 134%.

CITY SCHOOL DEPARTMENT

From the sending out of classroom collections, the work of the library with our city schools has developed during the past few years to the point where it deserves recognition as a department [illegible] books. This work during the past year has been in charge of Miss Mildred Brown (Riverside 1928). Working in close harmony with [illegible] studying the effects of her efforts with a view to their future [illegible] ment at Palm School of a second formal library. The increase in circulation of this department for one year alone was 30%.

RIVERSIDE LIBRARY SERVICE SCHOOL

Following the addition of new lecture and classrooms noted in the last previous report, the entire lower floor of the [illegible] both the main lecture room and other classrooms.

A few years ago it was considered that the library offered only four bases for practice work of students and the potential enrollment for the year course was regarded as sixteen students. In 1928 the Children's Department was added as another base, the number of students in each group increased to five and the enrollment was twenty-five. Last autumn, under the pressure of applications, another student was added to each group, thus increasing the number to thirty. This increased enrollment, with the addition of fees from special students and auditors, has resulted in a steadily improved condition of the finances of the library school. To keep pace with the [illegible] growth of the student body, four elective courses have been offered year course students in the ten weeks preceding the eight weeks summer session and the scope of the summer session itself greatly enlarged by the addition of special and elective courses, to the point that the school is now virtually offering a double summer school of ten weeks.

The report of the activities of the library school suffers from the fact that the school year is not completed until after the year of report, but as this report is written, the total enrollment of the summer session has attained the figure of seventy students and this in despite of the fact that, according to authoritative report, summer school library instruction this year is being offered in eighty-four places in the United States. For the first time the school has had to offer a single course in two sections, that course being the one in library handicraft.

An added feature of great value in instruction in the school, initiated by Miss Geraldine Jensen, Head of the Circulation Department, was the institution of a miniature library in one of the classrooms finished last year, where, under her guidance, students in groups of six each are initiated into the procedure of the loan desk instead of attempting, as heretofore, to learn these intricate operations under the confusion of first facing the public.

copied for B.E.L. 9/11/30 M.J.

* * * * * *

A very pleasant event of the year was the visit on June [illegible] of over two hundred members of the American Library Association en route to Los Angeles, for the annual convention of that body. A special train bearing this distinguished group, which included the President and Secretary of the Association, and many notable librarians stopped at Riverside two hours. All these visited the library and library school, as well as visiting the Mission Inn and being taken on an automobile tour of the city. By the kindness of the Chamber of Commerce and of the City Council, the hospitality of the city was manifested by music of the Spanish Troubadours, furnished by the former, and the serving of punch, the contribution of the latter.

* * * * *

An important gift of books was made to the library by Dr. James G. Vairerman of Rensselaer, New York, as a memorial to his wife, formerly Sarah Clifford Brown of Riverside. This was his family library of about eighteen hundred volumes and contained fine sets of standard authors, as well as many valuable individual items. This was a most gracious gift, made without any difficult conditions and it is with regret that we record the death of the donor himself soon after the presentation of the books.

Dr. E. P. Clarke gave to the library a handsome set of Shakespeare, edited by John Russell McCarthy and published by the Jewell Publishing Company, as well as many other books and pamphlets useful to the library.

Another gracious gift was that of Messrs. Avery Edwin Field and Theodore D. Ward of a collection of the pictorial photographs made by William E. Love. These were selected and printed by Mr. Field

and Mr. Hurd as a memorial to Mr. Love. Before their binding, the pictures were displayed in the lobby of the library.

The library is indebted to Mr. Carl Weak and to his wife, Irene Weak, for talks before the local Parent-Teachers Association, under the auspices of the library, and to Mr. Leslie Brod of Pasadena who arranged for their coming and provided their transportation.

* * * * * *

As ever, the library must acknowledge the continued kindness of our local newspapers, The Riverside Daily Press and The Riverside Enterprise, for their interest in keeping their reader informed regarding the activities of our library and for publishing many items of general library and literary interest.

In addition to above, listed elsewhere, the library has been the recipient of many kindnesses in the way of exhibits, flowers and other favors bestowed through public interest or in appreciation of the services of the library. The number of such favors makes impossible their personal acknowledgment, but their continuance is one of the sources of satisfaction which the librarian and his staff take in rendered service to your City and to the people of Riverside and Riverside County.

Respectfully,

LIBRARIAN

ESTIMATES OF AMOUNTS NEEDED FOR THE RIVERSIDE PUBLIC
LIBRARY FOR THE FISCAL YEAR BEGINNING JULY 1, 1940

	Requested	[illegible]
[illegible]aries and Pages	$[illegible],400.00	$31,44[illegible]
Books		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible]		
[illegible] Substitute, emergency [illegible] Cleaners		
[illegible]	13,200.00	11,[illegible]
[illegible]ticals, serials, newspapers	1,100.00	1,[illegible]
[illegible] Memorabilia and Flat Filing	100.00	34.40
[illegible], Instruction & Advertising	6,[illegible]	[illegible]
[illegible], Grounds & Rel. Improvements	7,707.00	[illegible]
[illegible] & Telephones	600.00	[illegible]
[illegible]G and Paper Stock	1,200.00	1,[illegible]
[illegible] and Workshop	2,750.00	2,[illegible]
[illegible] Light and Power	2,700.00	2,471.[illegible]
[illegible]	[illegible]	[illegible]
[illegible]phone & Telegraph	375.00	[illegible]
[illegible]	850.00	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]rtation, Branch Expense & Travel	600.00	[illegible]
[illegible] Supplies	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]rs to Buildings	306.37	1,[illegible]
[illegible]rs to Furniture	125.00	[illegible]
[illegible]ment of Library and Library School [illegible]editation	850.00	[illegible]
[illegible]	[illegible]	[illegible]

[illegible]OARD OF DIRECTORS OF THE RIVERSIDE PUBLIC LIBRARY

By FRANK D. [illegible]
SECRETARY

RECEIPTS

Balance from last year		$ 2,620.05	
Taxes (1926)		35,979.42	
County Contract		10,000.00	
School District, County		[illegible]	
" " " City		2,000.00	
Library School Fund		[illegible]	
Cancelled Warrants (Nos.55558 and 59789).....		61.60	
Desk Receipts:			
Fines	$1,956.28		
Deposits	250.00		
Loss & Damage	593.92		
Postal Notices	54.54		
Sales	[illegible]		
Miscellaneous (Including rent $701.75)	776.46		
Cash Balance Brgt	37.31	4,080.68	$74,502.11

DISBURSEMENTS

Salaries	19,153.47	
Wages	2[illegible]	
Books	11,898.21	
Newspapers, Periodicals & Serials	[illegible]	
Maps, Memorabilia & Flat Filing	34.40	
Education, Instruction & Advertising	1,989.30	
Bldgs., Grounds & Permanent Improvements	1,089.13	
Furniture and Fixtures	[illegible]	
Printing & Paper Stock	1,128.64	
Binding & Workshop	2,498.45	
Fuel, Light & Power	2,471.91	
Water	187.30	
Telegraph & Telephone	336.55	
Postage	818.10	
Freight, Drayage & Express	220.97	
Travel, Branch Expense & Transportation	586.31	
Office Supplies	450.53	
Refunds	366.10	
Miscellaneous	641.20	
Insurance	691.04	
Repairs to Buildings	1,435.51	
Repairs to Furniture and Fixtures	114.[illegible]	
	$60,303.94	
By Balance	4,[illegible]	$74,[illegible]

State of California)
County of Riverside)

Frank D. Troth being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

FRANK D. TROTH

Subscribed and sworn to before me this 21st day of July, 1926.

G.ALBERT WILLS
Notary Public in and for the County of
Riverside, State of Calif.

LIST OF EMPLOYEES WITH TOTAL OF SALARIES AND WAGES FOR
THE FISCAL YEAR JULY 1, 1929 to JUNE 30, 1930

SALARIES EMPLOYEES

Charles F. Woods, Librarian	$ 3,299.97	
Helen Evans, Asst.Librarian, Ref.Dept. (10 mos.)	1,810.00	
Minnie A. Lewis, Head Cataloger	1,965.00	
Berniece Swezey, Desk Captain	1,710.00	
Eleanor Wilson, Head of County Dept. (5 mos.)	700.00	
Sara Witchcock, Sec'y to the Librarian	1,635.00	
Mildred Brown, City School Librarian (10 mos.)	1,200.00	
Mrs. Margaret Harris, Custodian, Arlington Br.	735.00	
A. E. Woodruff	360.00	
Mrs. S.S.Ayres, Custodian, Highgrove Br.	30.00	
Mrs. Edna L. Beck, " , Wildomar Br.	50.00	
Mrs. Harriet Day, " , Palm Springs Br.	30.00	
Mrs. John W. Harmon, " , Nuevo Br.	30.00	
Mrs. G. C. Houston, " , Ripley Br.	33.00	
Mrs. Tilla P. Hudson, " , Winchester Br.	10.00	
Mrs. L. G. Kepner, " , Valley Center Br.	40.50	
Mrs. Edna Lewis, " , Murrieta Br.	15.00	
Mrs. W. P. McIntosh, " , Indio Br.	255.00	
Mrs. J.A.McPherson, " , Murrieta Br.	15.00	
Mrs. J.O.Percival, " , Idyllwild Br.	45.00	
Frank Porter, " , Thermal Br.	12.00	
Mrs. L.R.Pratt, " , Coachella Br.	120.00	
Mrs. D.C.Stanfield, " , Winchester Br.	5.00	
W.O.Wilson, " , Moreno Br.	10.50	$14,155.47

DESK ATTENDANTS, SUBSTITUTE, EMERGENCY & HOUR HELP

Dorothy Agnew	4.90
Elsie Anderson	7.70
Helen Andrews	2.80
Alexandria Bagley	2.45
Janet Baird	.70
Mildred Bandy	38.63
Katherine Bender	7.57
Jean Bennett	4.72
Mildred Beymer	195.75
Louise Bidwell	401.29
Barbara Bliss	13.13
Julia Brand	24.15
Mildred Brown	99.00
Merry Rae Brubaker	14.36
Lois Buxton	113.78
Mildred Burch	39.45
Alice Campbell	7.00

LIST OF TEACHERS WITH TOTAL OF SALARIES PAID FOR THE FISCAL YEAR JULY 1, 1929 to JUNE 30, 1930, CONTINUED.

Lois Colby	20.40
AnnaBelle Conlee	240.75
Mrs. Mae E. Craig	6.00
Alice Boynton Crane	67.50
Florence A. Daly	1,232 80
Mary Alice Daniel	3.68
Roselle Davis	2.10
Mrs. Myra Finton	1,193.50
Mary Beth Goree	84.75
Barbara D. Goss	19.75
Kathleen Goss	4.00
Marguerite Grayson	3.85
Erna Hansen	214.75
Mrs. Mary M. Hansen	1,272.90
Leilla Harvey	13.83
Kathleen Hastings	394.81
Edith M. Hawthorne	31.25
Julian Hayden	3.25
Mildred Hazell	125.75
Olive Hazell	526.48
Dorothy A. Hird	2.80
Gladys Hird	7.53
Mary Jean Hitchcock	57.50
Carlotta Hoye	5.43
Dorothy Humphreys	35.00
Wilda Hutton	874.15
Mrs. Ada Jackson	13.00
Eleanor Kyes	70.25
Agnes Lewis	21.00
Alice Lillie	1.05
Mrs. E. H. Lindsley	23.05
Helen Baty McNair	730.00
Mrs. G. B. McWilliams	37.35
Eleanor Marsh	4.73
Rosamond Merriman	12.13
Martha Mettler	824.25
Lillie M. Myers	1,378.20
Katharine Neiley	1.40
Gertrude Odell	11.75
Mary Ellen Newman	402.00
Bertha Pann	1.05
Marjorie Pann	54.75
Maude E. Parker	1.40
Lillian Roberts	19.78

LIST OF EMPLOYEES WITH TOTAL OF SALARIES & WAGES FOR THE FISCAL YEAR JULY 1, 1929 to JUNE 30, 1930, CONTINUED

Anne Schneider	348.65	
Marie Siedentopf	230.95	
Mrs. Mildred H. Smith	17.50	
Milton Snow	41.00	
Bonita Stevenson	5.88	
Ruth Stoever	32.72	
Frances Strang	467.65	
Mrs. Louise Strong	1516.50	
Jean Urquhart	1090.60	
Eva Mae Walker	5.00	
Mrs. Marjorie Walton	1144.50	
Catherine Wells	34.65	
Mrs. Evelyn B. Westerfield	30.00	
Ruth Jeannette Wilsey	12.77	
Edna Ann Wilson	1.05	
A. E. Woodruff	1077.00	
Mrs. S.S.Ayres, Custodian, Highgrove Br.	10.00	
Mrs. John W. Harmon, " , Nuevo Br.	10.00	
Mrs. G. C. Houston, " , Ripley Br.	11.00	
Mrs. Tilla P. Hudson, " , Winchester Br.	5.00	
Mrs. L. G. Kepner, " , Valley Center Br.	13.60	
Mrs. J.A.McPherson, " , Murrieta Br.	15.00	
Mrs. J.O.Percival, " , Idyllwild Br.	15.00	
Mrs. L. R. Pratt, " , Coachella Br.	40.00	
Mr. F. O. Wilson, " , Moreno Br.	1.00	
Ben Woodruff	22.75	$17,213.00
Total salaries and wages		303,447.67

BOOK AND PAMPHLET RECORD FOR YEAR ENDING JUNE 30, 1930

Total books bound and unbound, June 30, 1929			144,792
Accession Number June 30, 1929		126,639	
Accessions by purchase	7302		
" " gift or exchange	933		
" " subscription & binding	165		
" " recataloged books previously unaccessioned	61	8,461	8,461
Accession number June 30, 1930		135,100	
Unaccessioned volumes		14,000	1,000
" supplementary readers (including gifts)		13,322	1,764
Unbound books and pamphlets (est.)		43,000	2,500
Gross totals		205,422	148,507

DEDUCTIONS

Un blank accession numbers	4,548	
Withdrawals: Books 3906, Documents, None	42,580	3,988
Pamphlets	13,775	
Total Deductions	60,903	3,988
Net total books accessioned, unaccessioned, bound and unbound, June 30, 1930	144,519	144,519
Net increase		9,737

Volumes cataloged	7,891
Volumes recataloged	515
Catalog cards filed	9,840
Donor's collection	5

Books and magazines bound, rebound & repaired in library	6,837
" " " " " " " at bindery	2,828
Total	9,665

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30, 1930

Registered borrowers in good standing June 30, 1929		10,581
Added during the year	3663	
Cancelled during the year	3199	
Increase in total registration (464)		464
Registered borrowers in good standing June 30, 1930		11,045

RECORD OF MAIL AND OTHER SHIPMENTS FOR THE YEAR 1929-30

Postal Cards - Overdues	12,710
" " - Reserves	2,697
" " - Shipping Notices	3,023
" " - Miscellaneous	412
Sealed	5,371
Unsealed	4,117
County Packages by Mail	1,388
" " " Individuals	2,003
Total	31,721

[illegible]

[illegible]

[illegible]

[illegible]	[illegible]		Count of Circulation		
[illegible]	[illegible]		[illegible]	[illegible]	[illegible]
		Classes of books, etc.			
		000 General works	[illegible]	[illegible]	[illegible]
		100 Philosophy	[illegible]	[illegible]	[illegible]
		200 Religion	[illegible]	[illegible]	[illegible]
		300 Sociology	[illegible]	[illegible]	[illegible]
1926		370 Education			
		400 Language	[illegible]	[illegible]	[illegible]
		500 Science	[illegible]	[illegible]	[illegible]
		600 Useful arts	[illegible]	[illegible]	[illegible]
[illegible]		[illegible] Agriculture			
		700 Fine arts	[illegible]	[illegible]	[illegible]
		[illegible] Literature	[illegible]	[illegible]	[illegible]
		900 History	[illegible]	[illegible]	[illegible]
		910 Travel	[illegible]	[illegible]	[illegible]
		920 Biography	[illegible]	[illegible]	[illegible]
		Documents	[illegible]		
		Magazines	[illegible]	[illegible]	[illegible]
		[illegible]	[illegible]	[illegible]	[illegible]
		Total Non-Fiction	[illegible]	[illegible]	[illegible]
		" Fiction	[illegible]	[illegible]	[illegible]
		Pay Books			
[illegible]	[illegible]	County			
[illegible]	[illegible]	Vacation			
		Totals	[illegible]	[illegible]	[illegible]
		Arlington Branch			
		City Schools			
		County Schools			
		County Branches			
		Extension			
		Inter-library Loans			
		[illegible]			

[illegible]

[illegible] is the circulation of books to [illegible] borrowers over the desk at Main Library and Arlington Branch.

ARLINGTON BRANCH

YEAR ENDING JUNE 30, 1910

Classes of Books, etc.	Count of Classes: Adult	Count of Classes: Young People	Count of Classes: Total
000 General works	1		
100 Philosophy	36		
200 Religion	45		
300 Sociology	84		
400 Language	6		
500 Science	66		
600 Useful arts	115		
700 Fine arts	91		
800 Literature	250		
900 History	313		
[illegible] TRAVEL	140		
[illegible] Biography	[illegible]		
Documents	[illegible]		
Magazines	[illegible]		
Miscellaneous	17		
Total non-fiction	[illegible]	[illegible]	[illegible]
" fiction	20779	[illegible]	[illegible]

1908

[illegible]

Total	Books Sent	COUNTY SCHOOLS	Circulation	Total
	280	Alamos	147	
	631	Alberhill	644	
	525	Antelope	237	
	115	Cabazon	139	
	1969	Coachella	920	
	1125	Desert	1125	
	602	East Vale	650	
	291	Eden	117	
	156	Edom	118	
	2475	Elsinore	2091	
	711	Ensign	280	
	1663	Glenavon	4110	
	164	Hamilton	119	
	602	Highgrove	1197	
	212	Hyatt	293	
	628	Jurupa Heights	1191	
	87	Keen Camp	277	
	351	Lakeview	105	
	898	Mecca	867	
	370	Menifee	128	
	579	Murrieta	574	
	708	Nuevo	1625	
	440	Oasis	627	
	654	Prado	525	
	1342	Romoland	656	
	2152	San Jacinto	1720	
	204	Temecula	143	
	567	Temecula Union	1054	
	194	Temescal	420	
	1645	Thermal	2945	
	1001	Union Joint	1150	
	1221	Val Verde	1362	
	609	Valley Center	90	
	538	Wildomar	548	
25236	314	Winchester	89	28253
		CITY SCHOOLS		
	461	Central Junior High	2927	
	492	Chemawa Junior High	2252	
	337	University Heights	3011	
	67	Junior College	365	
	28	Poly High	180	
	312	Bryant	1042	
	301	Casa Blanca	1260	
	352	Fremont	2378	
	339	Grant Elementary	1825	
	171	Independiente	73	
	379	Irving	1867	
	594	Liberty	2965	
	346	Lincoln	1398	
	605	Longfellow	2716	
	207	Lowell	2942	
	533	Magnolia	3719	
	784	Palm	4565	
	77	Part Time	166	
6464	49	Trujillo	16	35667

[illegible] & BRANCHES

Books Rent	COUNTY BRANCHES	Circulation	[illegible]
[illegible]	[illegible]	[illegible]	
[illegible]	Alberhill	3[illegible]	
191	Anza	[illegible]	
685	Banning	2[illegible]	
310	Beaumont	1[illegible]	
610	Blythe	3445	
865	Coachella	4196	
196	Corona	276	
356	Edom	676	
[illegible]	Elsinore	4459	
146	Garnet	215	
1348	Hemet	8940	
[illegible]	Highgrove	604	
340	Idyllwild	1286	
514	Indio	8214	
100	Keen Camp	[illegible]	
614	March Field	[illegible]	
217	Mecca	4[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]rrista	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible] Springs	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	
[illegible]	Thermal	[illegible]	
[illegible]	Valley Center	9[illegible]	
[illegible]	Wildomar	1[illegible]	
[illegible]	Winchester	347	
	Arlington	2315	
	Main Library	[illegible]	[illegible]
	CITY BRANCH		
[illegible]	Arlington		
	[illegible]		
[illegible]	Individuals, etc.	1[illegible]	[illegible]
[illegible]	**[illegible]**	[illegible]	
	TOTALS	[illegible]	[illegible]

1929-30	Main Library	Arlington Branch	City Schools	County Schools	County Stations	Interlibrary Loans	Extension	Totals
July	22612	2359		88	7420	2	121	32,602
August	21816	2450		85	6666	4	36	31,057
Sept.	18574	2152	319	1470	6323	4	179	29,021
Oct.	18610	2530	4616	3056	7167	3	287	36,269
Nov.	19465	2562	4738	3375	7103	9	150	37,402
Dec.	18783	1817	2639	2721	7169	6	46	33,181
Jan.	22992	2812	4591	3617	8392	16	170	42,590
Feb.	18762	2349	5042	3581	6957	10	89	36,790
Mch.	21531	2713	4470	3448	8790	2	118	41,072
Apr.	19539	2801	4849	3447	7898	7	116	38,657
May	21842	2782	4193	3243	8366	7	15	40,448
June	20684	1750	210	122	6144	4	34	31,[illegible]
TOTALS	242219	30257	35667	26253	90395	74	1381	431,[illegible]

Less 18,234

412,805

18,234 is the circulation of books to county borrowers over the desk at the Main Library and Arlington Branch.

LIST OF RESIDENT AND OTHER PRINCIPAL DONORS

1929-1930

American Red Cross
American Tree Association
Atchison, Topeka & Santa Fe
Railway System
Alvin E. Babcock
Baltimore & Ohio Railroad Co.
Geo. W. F. Bates
Gaston Barrington
Mrs. Dorothy Dodge Bennett
Mrs. Josephine M. Brockway
Miss Mary Campbell
Canadian Govt. Information Bureau
Carnegie Endowment for the
Advancement of Teaching
Carnegie Endowment for Inter-
national Peace
Carnegie Institution of Wash'ington
Mrs. H. Castleman
Harry S. Chase
Mrs. H. G. Clarke
Arthur Orlando Collins
Arthur W. Ellis
S. C. Evans
Anna Frederickson
Mrs. E. F. Gilmore
Thomas G. Grier
Dr. Erwin G. Gudde
Adrian Hartog
The Hispanic Society of America
Tom Jeffs
Mrs. Jellinger
Mrs. F. M. Wilday
Daniel McCarthy
Wayne C. Meschter
Dr. Arthur W. Miller
Mississippi Dept. of Archives
and History
B. R. Montgomery
Moody's Investors Service
National Lumber Mfg. Association
Mrs. Florence Newell
Mrs. Alice Otis
Pacific Southwest Exposition
Mrs. F. H. Peck
Prospect Union Educational Exchange
H. O. Reed
Miss Margaret Reynolds
Henry Rising
Mr. Rittenhouse
Riverside Daily Press
Riverside Enterprise
Riverside Junior College
Riverside Music Company
Riverside Woman's Club
Rubidoux Chapter, D.A.R.
William Sargeant
Security-First National Bank of
Los Angeles
Arthur M. Shackleton
Mrs. La Monte Simms
W. Thomas Smith
Southern Sierras Power Company
Spanish Tourist Information Office
Mrs. H. R. Stuewich
Mrs. George W. Swanson
Tuesday Musical Club
Mrs. F. E. Twitchell
Union of South Africa
United Fruit Company
Irving Weiss
George E. Welles
Mrs. F.M.Wilday
Women's International League for Peace & Freedom

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1928/29

Riverside, Calif
1928-29

A. L. A. LIBRARY

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1928 - 1929

RIVERSIDE, CALIFORNIA

* * *

LIBRARY BOARD

Judge O. T. Morton, President

Mrs. Frank D. Tuttle, Secretary

Mrs. T. L. Lockwood

Mr. John Gardner

Mrs. A. L. Sanderson

* * *

Mr. Charles F. Moody, Librarian

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1928/29

Riverside, California,
July 2, 1929.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 128 of the City Charter there is submitted herewith as the Report of the Board of Library Trustees for the year ending June 30, 1928, the financial and statistical report of the Librarian together with his statement addressed to this Board.

Respectfully,

President of the Board of
Library Trustees.

RIVERSIDE PUBLIC LIBRARY

July 31, 1929.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1929.

While the growth of the business of the library during the past year has not been as marked as in some other years, it has, nevertheless, increased the pressure on our space and this pressure has begun to be acute in some quarters. In our County, or more properly our Branches Department, there are being performed functions which should have several times the present space for their proper fulfillment. The Chase and Gervais Collections and our book-case collection, each of which must be given separate space, are overflowing their present quarters and under our present rate of accumulation our book storage space generally is becoming limited. This calls for an early consideration of providing increased space by alterations or additions to the library. Some relief has been provided in one quarter by the return to the Government Printing Office of many duplicates of government documents, thus providing space for growth in our depository collection for a period of three to five years. These heavy withdrawals account for the very slight net increase in the number of books added to the library during the year.

CIRCULATION AND REFERENCE DEPARTMENTS

The increase in circulation in all departments has been 10.5%, at the main library alone, 4%, and at the Arlington Branch, established in its new quarters, 7%. The heaviest increase has been in the county service, to be noted later.

In the Reference Department the entire stock of government documents has been overhauled and the separate items properly recorded and the newspapers and periodicals put in order by Mrs. Florence A. Daly. Two full stacks and some additional shelving have been provided in the annex and unbound periodical room respectively. New chairs were provided for the reference room, other departments of the library easily absorbing the old chairs replaced.

CATALOG DEPARTMENT

Miss Minnie A. Lewis, head cataloger, in addition to the statistics elsewhere provided, reports: "Some time was spent on the subject references in the catalog, but it will still take more than a year to finish. We hope that this coming year will see all old fiction recataloged. A separate shelf-list was prepared for books used in the city school section. The collection being assembled for the use of the classification and cataloging courses was improved. We hope to spend more time in perfecting it this coming year."

During the year new desks and chairs were provided for this department, the old chandeliers replaced by modern lighting fixtures and the room refinished, thus improving the appearance of the room and we hope the efficiency of the department. At the same time the librarian's office was refinished.

CHILDREN'S DEPARTMENT

While this department has not shown an increase in total circulation, it is still high as compared with former years. There was, however, an increase of over one thousand in the circulation of non-fiction and it is to be remarked that the proportion of non-fiction circulated in the children's department is higher than that in the adult department. One new feature of this service has been the beginning of a separate picture collection in this department with the provision of modern files therefor. Mrs. Strong, in charge, has addressed Parent Teachers Associations and other similar organizations, both in and out of Riverside, as occasions arose.

COUNTY AND BRANCHES DEPARTMENT

As previously stated, it is in this department that the largest increases of activity are shown. There has been an increase in the number of books sent out of 11.8% and in the circulation at all branches of 24%. The increase in circulation at county schools alone has been 26% and at county stations 23%. There has been a net increase of six distributing agencies, new deposit stations having been established at Aguanga, Garnet and Murrieta, and four schools added, while one school was lost.

During the year the new postage rates on library books went into effect. This reduced rate of postage has made possible a more frequent and therefore prompter service to the county branches besides being a decided economy in postage, particularly on the large shipments.

RIVERSIDE LIBRARY SERVICE SCHOOL

The most notable event affecting the library school has been its accreditation by the California State Department of Education for the training of school librarians. This is sure

LIBRARY
UNIVERSITY OF ILLINOIS

to greatly enhance the prestige of the school, both in and out of our own state and in the estimation of librarians and library officers of all kinds of libraries. In order to properly meet this new responsibility (based, however, entirely upon past accomplishment) the length of the high school libraries course was doubled, the course made distinctly a special one and provision made for another course for year course students not admitted to that course. The enrollment has remained at the high level of last year, this being the maximum possible under the present plan of operation. The increase in the number of classes added during the summer session and the consequent division of over fifty students into separate classes made necessary the provision of additional classrooms. This was accomplished during the last weeks of the year by alterations in the upper story of the library school building. A lecture room was provided which will seat about eighty people and re-divided by accordion doors furnishes two excellent classrooms. Two smaller rooms were fitted up, which can be used as offices or as separate study rooms for students. This change gives the library something which it has always lacked, a small audience room for lectures and meetings related to the cultural activities of the community. Its first use was for the display of motion pictures illustrating the manufacture of books and of paper in connection with the library handicraft class of the library school.

* * * * *

What was started as a minor repair resulted in the refinishing of the entire front of the library. Unless the alterations or additions above suggested are to be undertaken soon, the whole of the library should be refinished to correspond.

A U.S. mail box was hung near the loan desk which is a convenience to many patrons of the library as well as to the library itself, and an indicator placed at the loan desk which serves to introduce those in attendance to the public. To offset this increased mechanization some grace has been lent by two other items. The family of Ethan Allen Chase gave to the library a bust of Matthew Gage, whose vision and persistence made possible the Gage Canal, the foundation of the horticultural wealth of this community. This bust, the work of Julia Bracken Wendt, was dedicated with appropriate ceremonies April 1st.

As a Christmas gift the library received from Miss Jane Deegan a set of chimes which, with their pleasant harmonies, serve to call the school together and to signal the closing of the library.

* * * * *

The ability of the library to meet increasing responsibilities has been made possible by the generous recognition and cooperation of the City Council, who have done the utmost

possible to meet the financial needs of this cultural agency which, with its schools, gives Riverside a special distinction.

Acknowledgment is also made of our debt to our newspapers, the Riverside Daily Press and the Riverside Enterprise, for their generous attention to the interests of the library.

The Librarian also desires to express his appreciation of the harmonious cooperation of the Board and the various members of the library staff during another year of successful activity and accomplishment.

Respectfully,

LIBRARIAN

ESTIMATES OF AMOUNTS REQUESTED FOR THE RIVERSIDE
PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING
JULY 1, 1929

-:-:-:-:-:-:-:-:-

	Requested 1929-1930	Spe[illegible] 1928-[illegible]
Salaries and Wages	$30,540.00	$27,5[illegible]
Brooks		
Evans		
Lewis		
Tweney		
Hitchcock		
Dreany		
Harries		
Woodruff		
Hour, substitute, emergency help, cleaners.		
Books	12,700.00	11,[illegible]
Periodicals, serials, newspapers	1,150.00	1,0[illegible]
Maps, Memorabilia and Flat Filing	200.00	[illegible]
Education, Instruction and Advertising	3,050.00	1,[illegible]
Bldg., Grounds and Per. Improvements	2,375.93	1,[illegible]
Furniture and Fixtures	2,130.00	1,[illegible]
Printing and Paper Stock	900.00	[illegible]
Binding and Workshop	3,000.00	3,[illegible]
Fuel, Light and Power	2,750.00	2,[illegible]
Water	250.00	240.[illegible]
Telegraph and Telephone	400.00	[illegible]
Postage	800.00	[illegible]
Freight, Drayage and Express	250.00	241.[illegible]
Transportation, Branch Expense & Travel	600.00	[illegible]
Office Supplies	300.00	279.[illegible]
Refunds	300.00	[illegible]
Miscellaneous	600.00	4[illegible]
Insurance	700.00	1,[illegible]
Repairs to Buildings	1,600.00	1,[illegible]
Repairs to Furniture & Fixtures	125.00	13[illegible]
Totals	$ 56,770.93	$ 5[illegible]

BOARD OF DIRECTORS OF THE RIVERSIDE PUBLIC LIBRARY

By _____

SECRETARY

RECEIPTS

Balance from last year		$ 108.48	
Taxes (20¢)		34,607.75	
County Contract		10,000.00	
School Contracts, County		4,747.00	
" City		2,000.00	
Library School Fees		4,[illegible]	
Cancelled Warrants (Nos.45700 and 47092)		242.19	
Desk Receipts:			
Fines	$1,919.95		
Deposits	282.00		
Loss & Damage	663.54		
Postal Notices	43.26		
Sales	136.50		
Miscellaneous (Including rent $660.00)	817.16		
Cash Balance Over,	45.32	3,233.42	$[illegible]

DISBURSEMENTS

Salaries	11,690.00	
Wages	15,846.12	
Books	11,890.23	
Newspapers, Periodicals and Serials	1,087.50	
Maps, Memorabilia and Plat Filing	35.30	
Education, Instruction and Advertising	1,518.50	
Bldgs., Grounds and Var. Improvements	1,[illegible]	
Furniture and Fixtures	1,576.31	
Printing and Paper Stock	680.37	
Binding and Workshop	3,353.46	
Fuel, Light & Power	2,742.51	
Water	240.50	
Telegraph and Telephone	396.50	
Postage	[illegible]	
Freight, Drayage and Express	[illegible]	
Travel, Branch Expense and Transportation	[illegible]	
Office Supplies	170.42	
Refunds	276.59	
Miscellaneous	[illegible]	
Insurance	1,[illegible]	
Repairs to Buildings	1,[illegible]	
Repairs to Furniture & Fixtures	116.34	
	$47,[illegible]	
By Balance	1,[illegible]	$[illegible]

State of California)
County of Riverside)

Frank E. Troth being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

Subscribed and sworn to before me this [illegible] day of July, 1929.

Notary Public in and for the County of Riverside, State of California

BOOK AND PAMPHLET RECORD FOR YEAR ENDING
JUNE 30, 1929

Total books bound and unbound, June 30, 1929			134,[illegible]
Accession number June 30, 1928		119,[illegible]	
Accessions by purchase	2541		
" " gift or exchange	[illegible]		
" " subscription and binding ...	223		
" " recataloged books previously unaccessioned	129	7,[illegible]	7,[illegible]
Accession number June 30, 1929		126,[illegible]	
Unaccessioned Volumes		15,[illegible]	1,[illegible]
" supplementary records (including gifts)		11,[illegible]	9,[illegible]
Unbound books and pamphlets (est.)		40,[illegible]	[illegible]
Gross totals		161,[illegible]	147,[illegible]

DEDUCTIONS

By blank accession numbers	6,540	
Withdrawals: Books 3994, Documents 2500	30,[illegible]	[illegible]
" Pamphlets	13,[illegible]	6,000
Total Deductions	[illegible]	16,[illegible]
Net total books accessioned, unaccessioned, bound and unbound, June 30, 1929	134,[illegible]	134,[illegible]
Net increase		[illegible]

Volumes cataloged	[illegible]
Volumes recataloged	[illegible]
Catalog cards filed	11,341
Donor's collection	[illegible]

Books and magazines bound, rebound & repaired in library	[illegible]
" " " " " " at bindery	3,[illegible]
Total	[illegible]

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30, 1929

Registered borrowers in good standing June 30, 1928 ... 10014

Added during the year 3521

Cancelled during the year 2977

Increase in total registration (8.6%) 544

Registered borrowers in good standing June 30, 1929 ... 10558

RECORD OF BOOK CIRCULATION FOR THE YEAR 1928-29

Total Cards - Issued	10,[illegible]
" " - Renewed	5,[illegible]
" " - Outgoing Rotions	3,[illegible]
" " - Cancellations	[illegible]
Loaned	8,[illegible]
Renewed	3,[illegible]
Loaned Outside by Mail	1,[illegible]
Entertainments	[illegible]
Total	20,[illegible]

CIRCULATION

[illegible] PUBLIC LIBRARY

YEAR ENDING JUNE 30, 1[illegible]

Analysis of Classes: Young People	Analysis of Classes: Adult	Classes of books, etc.	Count of Classes: Adult	Count of Classes: Young People	Count of Classes: Total
		000 General works	631	180	811
		100 Philosophy	3135	20	3155
		200 Religion	1958	179	2137
		300 Sociology	3814	11114	14928
	104	370 Education			
		400 Language	743	21	764
		500 Science	3010	1306	4316
		600 Useful Arts	5357	882	6241
	1454	630 Agriculture			
		700 Fine Arts	4833	2342	7175
		800 Literature	7370	1123	8493
		900 History	3056	751	3807
		910 Travel	4367	[illegible]	[illegible]
		920 Biography	4025	394	4419
		Documents	8		8
		Magazines	1749	975	2724
		Miscellaneous	49		49
		Total Non-fiction	44615	20116	64[illegible]
		" Fiction	134690	26890	[illegible]
	1940	Pay Books			
[illegible]	1[illegible]	Charity			
[illegible]	487	Reduction			
			17[illegible]	47[illegible]	[illegible]
		Bryllopes Branch			[illegible]
		City Schools			2[illegible]
		County Schools			[illegible]
		County Branches			37[illegible]
		Extension			823
		Inter-library loans			69
					4[illegible]
		Less			17[illegible]
					[illegible]

*17[illegible] is the circulation of books to county borrowers over the desk at main library and Arlington branch.

[illegible]

[illegible]

[illegible]

[illegible] June 30, [illegible]

Total Number	Added		Count of Classes: Added	Count of Classes: Total Number	Count of Classes: [illegible]
		Classes of Books, viz.			
		000 General works			
		100 Philosophy	26		
		200 Religion	63	16	[illegible]
		300 Sociology	30	757	[illegible]
		400 Language	20	1	27
		500 Science	54	83	137
		600 Useful arts	130	44	174
		700 Fine arts	99	78	177
		800 Literature	264	31	[illegible]
		900 History	313	161	474
		910 Travel	92	32	124
		920 Biography	210	83	293
		Documents	4		4
		Magazines	2140	222	[illegible]
		Miscellaneous	8		0
		Total non-fiction	6427	1527	[illegible]
		Fiction	[illegible]	6179	[illegible]
[illegible]	2141	County			
	143	Pay Books			
		Totals [illegible]	[illegible]	[illegible]	[illegible]

Total	Hobbs Test	COUNTY SCHOOLS	Circulations	TOTAL
	300	Alamos	147	
	1430	Alberhill	941	
	399	Antelope	341	
	205	Cabazon	182	
	1890	Coachella	1169	
	1181	Desert	658	
	43	Desert Center		
	254	East Vale	130	
	282	Eden	126	
	164	Edom	129	
	2305	Elsinore	3399	
	622	Ensign	225	
	1090	Glenavon	541	
	124	Hamilton	240	
	719	Highgrove	1040	
	216	Hyatt	212	
	1928	Indio	5726	
	472	Jurupa Heights	1357	
	399	Lakeview	86	
	545	Mecca	650	
	99	Menifee	55	
	232	Murrietta	440	
	690	Nuevo	879	
	212	Oasis	205	
	471	Point Happy	614	
	236	Prado		
	1254	Romoland	1365	
	1478	San Jacinto	867	
	193	Temecula	244	
	421	Temecula Union	1231	
	242	Temescal	265	
	1009	Thermal	1877	
	1066	Union Joint	3289	
	689	Val Verde	209	
	582	Valley Center	82	
	451	Wildomar	167	
24137	264	Winchester	934	32990
		CITY SCHOOLS		
	441	Central Junior High	4350	
	421	Chemawa Junior High	929	
	367	University Heights	1465	
	37	Junior College	171	
	140	Poly High	177	
	370	Bryant	926	
	267	Casa Blanca	2202	
	309	Fremont	1351	
	205	Grant	978	
	[illegible]	Independiente		
	[illegible]	Irving	1798	
	[illegible]	Liberty	2113	
	[illegible]	Lincoln	1666	
	413	Longfellow	1599	
	[illegible]	Lowell	[illegible]	
	411	Magnolia	[illegible]	
	408	Palm	1770	
	20	Part Time	116	
	51	Trujillo	83	
4549	51	Children's Home		27549

BRANCHES AND STATIONS

Total	Books Sent		Circulation
		COUNTY STATIONS	
	194	Aguanga	62
	372	Banning	3027
	317	Beaumont	1319
	309	Blythe	1952
	336	Coachella	3237
	180	Corona	243
	100	Edom	160
	461	Elsinore	5354
	28	Garnet	62
	1578	Hemet	10605
	14	Highgrove	792
	160	Idyllwild	1232
	633	Indio	6366
	31	Keen Camp	260
	234	March Field	6524
	155	Mecca	292
	101	Moreno	468
	321	Murrieta	1111
	267	Nuevo	811
	991	Perris	8759
	7	Pigeon Pass	330
	193	Ripley	864
	1240	San Jacinto	10759
	73	Soboba	722
	220	Thermal	1900
	302	Valley Center	1071
	269	Wildomar	1136
	222	Winchester	431
		Arlington	2493
9308		Main Library	14048
		CITY BRANCH	
324	324	Arlington	
634	634	**EXTENSION**	825
69	69	**INTERLIBRARY LOAN**	69
39421	.....	**TOTALS**	

1922-23	Main	Arlington	City Schools	County Schools	County Stations	Interlibrary Loan	Extension	Total
July	20324	2517		99	5621	7	57	29725
August	19984	2305		23	6764	3	11	29540
Sept.	16331	2193		1143	6360	7	70	27104
Oct.	18115	2350	4745	3138	6797	7	51	35276
Nov.	17030	2348	3598	3003	6149	4	64	32213
Dec.	18707	1740	3011	3382	6700	5	57	31634
Jan.	17634	2047	3558	4037	6313	7	44	33685
Feb.	16473	2171	3735	4358	7772	5	63	35577
Mch.	17510	2652	3459	3481	6824	7	153	34086
Apr.	18034	2551	3463	3138	5035	15	104	32440
May	17780	2472	3885	3769	7672	5	16	35575
June	19767	2508		85	7562	8	43	29968
	220841	29235	27546	29890	77296	68	663	435568
							Less	17329*
								418239

*17329 is the circulation of books to county borrowers over the desk at the Main Library and Arlington Branch.

LIST OF RESIDENT AND OTHER PRINCIPAL DONORS
1928-1929

Miss Mary P. Alexander
W. C. Armstrong
Alvin E. Schenck
Bell Telephone Laboratories
Mrs. Ervanna Brown Bissell
Mrs. L. H. Bowyer
Mrs. Josephine W. Brechnor
Carnegie Endowment for the Advancement of Teaching
Carnegie Endowment for International Peace
Carnegie Institution of Washington
Mme. Aline Ogro-Delvaille
Centre Européen De la Dotation Carnegie
Dr. E. P. Clarke
Dr. Louisa Harvey Clarke
Mrs. H. L. Cowgill
Mrs. Mary T. Darling
Miss Jane Deegan
Dillon Read Company
Miss Olive H. Drake
S. C. Evans
Mrs. Hazel Fristad
Mrs. Jessie Gill
Mrs. E. A. Hammond
Rose Harding
Wilhelmina Harper
Karl Schaffner & Marx
Glen Haskett
Rev. Graham C. Hunter
Mrs. William A. Hunter
H. Marshall Isley
Italy-America Society
Edward Gordon Ivins
The Japan Society
Hon. Chester W. Kline
J. G. Lesley
Los Angeles Chamber of Commerce
Los Angeles-First National Trust & Savings Bank
J. B. Lyon
Mrs. Hard Dast McDermott
Bardette K. Morris
Frederick Ballard Miner
E. L. Montgomery
Moody's Investors Service
Motion Picture Producers and Distributors of America, Inc.
Mrs. Florence Newell
Walter M. Oatley
Mr. and Mrs. John H. Odell
Paula Rainieri Publishing Company
Mrs. George H. Pooley
Mrs. Robert L. Porter
Miss Margaret Reynolds
Rubidoux Chapter, D.A.R.
Roberts Schullerhash Foundation
E. H. H. Simmons
J. H. Talbot
Chicago Trust Company
John Treanor
University of California Libraries
Vancouver Board of Trade
Mrs. L. C. Waite
Dean Walton
Mrs. A. B. West
Miss Wightman

Chester J. Wilcomb
Mrs. Fred Woodman

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1925/27

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1926 - 1927

Riverside, California

* * * * * *

LIBRARY BOARD

Dr. Loyal F. Ewling, President

Mr. Fred L. Hamlin, Secretary

Mrs. Belle H. Ellis

Dr. John Gardner

Mr. Jonas E. Killian

* * * * * *

Mr. Charles F. Woods, Librarian

PROPERTY OF
AMERICAN LIBRARY ASSOCIATION

027
L R622R
1926/27

Riverside, California,
July 31, 1927.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 151 of the City Charter there is submitted herewith as the Report of the Board of Library Directors for the year ending June 30, 1927, the financial and statistical report of the Librarian together with his statement submitted to this Board.

Respectfully

President of the Board of
Library Directors.

RIVERSIDE PUBLIC LIBRARY

JULY 30, 1927.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1927.

The changes to be recorded during the past year affect rather the physical appearance of the library than its technical administration. A new roof was put upon the main building, while the office was provided with a new safe, a new desk for the secretary and a uniform battery of filing cabinets. A handsome flag-pole has been erected in front of the main building, an inter-communicating telephone system with ten stations has been installed and a Bulletin Typewriter added for public notices, exhibit labels, etc.

CIRCULATION DEPARTMENT

The registration at our loan desk continues to keep pace with the growth of the city, showing an increase of 7% over the previous year, while the circulation at the main library shows an increase of 22% over two years ago. This increase in circulation follows upon the continued increase in the expenditure for books, the sum expended this year, $9,380.60, being slightly in excess of that for last year. These purchases have been supplemented by others from the Ethan Allen Chase and John Corrain Memorial Funds. The increase in the work of the department is indicated by the single item of overdue postal cards, of which 9811 were issued this year, 1000 more than the year previous. Desk deposits have been more than doubled in one year, a seeming indication of a marked growth in the transient population.

The great area of our city, its rapid growth and its distinct settlements, indicate the need for additional branches. This is most marked in the New Magnolia District, where the growth has been most rapid.

We have for a second time removed from the main stack room some hundreds of books not in active demand and added these to our "annex" in the basement. For this purpose additional stacks were installed while one stack has been added for the fiction section, which last addition fills our main stack room to its maximum capacity, unless reading tables are sacrificed or a mezzanine floor added. With this removal, largely of old books, the repair of 6480 books in the library, nearly double the number of last year, and the usual binding, the book stock on our main floor presents the best appearance in years.

CATALOG DEPARTMENT

The force of the catalog room has been mostly employed to keep pace with the influx of new books, those newly cataloged showing an increase of 1800 over the previous year and the new cards filed a corresponding increase of about 4000. Despite this marked growth in the work of this department, the recataloging shows a slight increase over the previous year, but if this work is to progress as it should a further addition of help is called for.

REFERENCE DEPARTMENT

There are no notable changes to record in the plans or work of this department, but the year has seen the return to duty of Miss Helen Evans, from her prolonged leave of absence, with the resumption of her extensive and varied contribution to the work of the library school.

It is in this connection that we must record the loss to our institution of Miss Alice H. Darling, Assistant Reference Librarian, who died suddenly June 27th, while on temporary leave. The Librarian joins in the already expressed regret of the Board for her loss and for the loss to the library of her painstaking and courteous service.

COUNTY DEPARTMENT

For the individual reading of the children of the county schools an extensive list of books was selected by Miss Vivian Evans of the County Superintendent's office and large purchases made to expand this branch of our service. The service to the County Schools has been further improved by the combined supply of sets of reference books (so far limited to the larger schools), instituted last year.

Tentative plans were inaugurated this year for the improvement of the service to our own city schools, a service conducted through this department as a part of its work with branches. For this purpose a room has been fitted up in the library school building adjacent to the county room and the work placed in charge of Mrs. Hope Brewer, a library school graduate, especially trained in children's work, under the supervision of the head of the department. It is too early to estimate the results of this work, but some gratifying increases in the use of books by the schools have been shown during the short time the work has been in progress, and it is believed that some useful plans have been formed.

While more books were sent out through the county department than ever before, the circulation at the schools and stations shows a decrease, due to the closing of the Indio Branch for want of a suitable custodian, the closing of that at Beaumont during several months for the same reason and the failure of certain schools to cooperate with the library by circulating books for home use. Several communities have been established in the county and have acquired considerable populations and are not yet supplied with branch libraries. Any increase in the service of the county library and its responsibilities must be met by increased financial provision

CHILDREN'S DEPARTMENT

Increase in the number of readers in the children's room has made necessary a further addition of help, so that attendance is now provided continuously from 9 A.M. to 9 P.M. except during the lunch and dinner hours. Borrowers for that department are now registered there instead of at the main loan desk and the records of circulation and overdue notices are done by the department. For the first time extra copies of a number of children's magazines have been added for circulation. The head of the department, Mrs. Louise Strong, has continued to make talks before women's organizations on children's literature, while a story hour has been conducted weekly from September to June, inclusive, with an average attendance of thirty children. Exhibits of children's books have been displayed, largely drawn from the Dorothy Daniels' Collection, while some additions to that collection have been made from the Dorothy Daniels' Fund.

LIBRARY SCHOOL

The year has seen the painting of the library school building, the provision of new awnings, and new tables for the lecture room and study hall to accommodate twenty-eight students. Features of instruction have been short courses of lectures by Dr. Frank P. Hill, Chief Librarian of the Brooklyn Public Library, and by Mr. W. P. Kerr, Librarian of Pomona College.

The accreditation of the Riverside Library Service School in the esteem of the librarians of the western states is attested by its continued growth. At the first annual commencement of the school, held at the Glenwood Mission Inn, August 12, 1920, certificates were presented to fifteen year course students and twenty-five summer course students, while the classes in residence at the writing of this report number fourteen for the year course and twenty-seven for the summer session, with five special students.

The fees from the school show an excess of $1377.39 over the sums expended for special instruction, an improvement of over $2000.00 per year as compared with the average of the first ten years after the establishment of the school.

Acknowledgments are due to the administrations of the Southern Sierras Power Company, the Riverside High School and Junior College, the Riverside Junior High Schools and the Citrus Experiment Station and particularly to their librarians, Miss Bernice Lowland, Miss Rose Cage, Miss Jean Woodruff and Miss Marie Poteet, respectively, for their voluntary cooperation in making the practice work of the year course students a success.

* * * * * * * *

In April the Arlington Branch building was abandoned because of what was judged, after repeated examinations, to be its unsafe condition and that branch established in a rented storeroom. Despite this disarrangement the circulation of that branch showed an increase for the year. The resumption of service in the old quarters is dependent upon the appropriation of necessary funds for the restoration of the building

During the year we have had some valuable exhibits in the library, one of the most distinguished being that of the American Institute of Graphic Arts, "Fifty Books of the Year", selected as examples of fine printing, and "Printing for Commerce", from the same organization, secured and advertised with the cooperation of Oliver D. Clark. Other exhibits were the art photographs of Kaye Gallagher, a similar exhibit from Photo-Era Magazine and another also of art photographs, by the Riverside Pictorialists, all three due to the constant interest of Mr. H. H. Bliss. For an exhibit of sketches in oil by Mrs. Robert E. Fetors of Devers, California, we are indebted to Mrs. W. P. Dailey. An exhibit attracting marked attention was one of miniature books lent by numerous residents of the city.

Thanks are due to many who have given books and other literary materials whose names are printed elsewhere, and to our local newspapers, The Enterprise and The Press, for the liberal use of space in our interest.

It is deplorable that during the year a condition arose which forced the Library Board in office at the beginning of the year, after years of faithful, interested and intelligent service, to conclude that the best interests of the library could be served by their resignations. Your Librarian, however, must record his appreciation of the ready acceptance by the new Board of their responsibilities, their quick apprehension of the needs and problems of the library and their gratifying cooperation at all times.

Respectfully,

LIBRARIAN

ESTIMATES OF AMOUNTS REQUISITE FOR THE RIVERSIDE
PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING
JULY 1, 1927

-o-o-o-o-o-o-o-

	Requested 1927 - 1928	Spent 1926-1927
Salaries and Wages	$24,800.00	$22,027.23
Woods		
Texas		
Lewis		
Hersey		
Hitchcock		
Harrison		
Pentkuff		
Hour, substitute, emergency help, sickness.		
Books	10,000.00	9,396.05
Periodicals, serials, newspapers	1,000.00	942.[illegible]
Maps, Memorabilia and Film Filing	200.00	10.00
Education, Instruction and Advertising	2,200.00	1,[illegible]
Bldgs., Grounds and Per.Improvements	3,032.30	2,[illegible]
Furniture and Fixtures	763.00	2,[illegible]
Printing and Paper Stock	900.00	871.[illegible]
Binding and Repairs	2,300.00	1,747.[illegible]
Fuel, Light and Power	2,[illegible]	2,[illegible]
Water	170.00	1[illegible]
Telegraph and Telephone	250.00	117.[illegible]
Postage	750.00	740.[illegible]
Freight, Drayage and Express	300.00	[illegible]
Transportation, Branch Expense & Travel	500.00	[illegible]
Office Supplies	185.00	[illegible]
Refunds	250.00	[illegible]
Miscellaneous	500.00	[illegible]
Insurance	992.00	[illegible]
Totals	$54,290.30	$47,016.[illegible]

BOARD OF DIRECTORS OF THE RIVERSIDE
PUBLIC LIBRARY

By FRED L. HAMBLIN
ASSISTANT

RECEIPTS

Balance from last year		$ 1,364.12	
Taxes (15¢)		23,242.86	
County Contract		10,000.00	
School Contracts, County		4,815.00	
" " , City		1,860.00	
Library School Fees		3,224.00	
Desk Receipts:			
Fines	$1,576.08		
Deposits	266.50		
Loss & Damage	345.08		
Postal Notices	37.30		
Sales	160.53		
Miscellaneous (Including rents $698.30)	754.94		
Cash Balance Over	89.53	3,141.20	$47,037.98

DISBURSEMENTS

Salaries	10,350.00	
Wages	11,877.83	
Books	9,184.60	
Newspapers, Periodicals and Serials	543.28	
Maps, Membership and Flat Filing	10.00	
Education, Instruction and Advertising	1,851.70	
Bldgs., Grounds and Per.Improvements	2,454.04	
Furniture and Fixtures	2,564.02	
Printing and Paper Stock	871.72	
Binding and Rebinding	1,787.56	
Fuel, Light and Power	2,209.[illegible]	
Water	144.70	
Telegraph and Telephone	127.72	
Postage	749.67	
Freight, Drayage and Express	313.98	
Transportation, Branch Expense and Travel	353.12	
Office Supplies	159.98	
Refunds	278.37	
Miscellaneous	279.87	
Insurance	510.[illegible]	
	$47,016.87	
By Balance	21.11	$47,037.98

State of California]
County of Riverside]

Fred L. Hamblin being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

Fred L. Hamblin

Subscribed and sworn to before me this 31st day of July, 1927.

Notary Public in and for the County of Riverside, State of California.

LIST OF EMPLOYEES WITH TOTAL OF SALARIES AND WAGES FOR THE
FISCAL YEAR JULY 1, 1926 to JUNE 30, 1927

SALARIED EMPLOYEES

Charles F. Woods, Librarian	$3,000.00	
Helen Penna, Assistant Librarian, Ref.Dept.	900.00	
Minnie A. Lewis, Cataloger	1,800.00	
Bernice Dwyer, Book Captain	1,365.00	
Sara Hitchcock, Secretary	1,440.00	
Alice M. Garlick, Assistant Reference Librarian	780.00	
Mrs. Margaret Harrier, Custodian Arlington Br.	720.00	
A. N. Woodruff, Lawn Attendant	360.00	$10,350.00

HOUR ATTENDANTS, SECRETARIES, CLERICAL AND HOUR HELP

Mildred Beaty	141.75	
Mildred Beymer	690.45	
Mrs. Harriette Bibler	4.75	
Gladys Bowles	2.25	
Alice Boynton	6.65	
Mrs. Maye Hendrix Brewer	263.38	
Gertrude Browning	4.75	
Vera Collins	4.45	
Elizabeth Darby	9.61	
Mable Durrenberger	2.85	
Mrs. Myra Finton	98.85	
Belle FitzPatrick	699.65	
Frances Gorse	649.75	
Margarieta Grayson	163.25	
Louise Guthrie	352.47	
Eleanor Hankins	219.64	
Mary E. Jensen	100.35	
Kathleen Hastings	454.25	
Cornelia G. Hazeel	24.50	
Merrian Huddleston	6.25	
Peggy H. Hudson	4.75	
Wilma Hutton	36.75	
Sara Johnson	257.50	
Mae Kimball	131.25	
Wilma Lehring	30.25	
Elizabeth Mead	.70	
Lillie M. Myers	21.25	
Jasmine Morris	1,054.93	
Marjorie Penn	14.10	
Emma Peffer	132.00	
Eleanor Rogers	28.00	
Dora F. Sager	10.98	
Ruth Sauer	304.57	
Anna Schneider	96.00	
Frances Strong	590.85	
Louise Strong	1,189.20	
Edith W. Taylor	890.25	
Jean Urquhart	1.75	
Dorothy Van Fleet	689.65	
Telma Vaniman	82.40	
Alice Vaughner	5.25	
Marjorie M. Walton	1.25	
A. N. Woodruff	616.85	
Violet E. Yelton	1,082.85	
Substitute Janitor, Assistants	275.25	
	104.45	$11,677.25

TOTAL $22,027.25

BOOK AND PAMPHLET RECORD FOR THE YEAR
ENDING JUNE 30, 1927

Total books bound and unbound, June 30, 1926			118,009
Accession Number June 30, 1926		105,182	
Accessions by purchase	5906		
" " gift or exchange	290		
" " subscription and binding	147		
" " recataloged books previously unaccessioned	77	6,416	6,416
Accession number June 30, 1927		111,600	
Unaccessioned volumes		12,000	1,000
" supplementary readers (including gifts)		9,002	1,113
Unbound books and pamphlets (est.)		35,520	[illegible]
Gross totals		167,122	125,[illegible]

DEDUCTIONS

By blank accession numbers	4,548	
Withdrawals (Books)	28,675	2,[illegible]
" (Pamphlets)	7,725	[illegible]
Total Deductions	40,948	[illegible]
Net total books accessioned, unaccessioned, bound and unbound	126,154	126,1[illegible]
Net increase		8,1[illegible]

Volumes cataloged	6,[illegible]
Volumes recataloged	[illegible]
Catalog cards filed	14,[illegible]

Books and magazines bound, rebound and repaired in library	3,[illegible]
" " " " " " " at binders	1,[illegible]
Total	9,[illegible]

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30, 1927

Registered borrowers in good standing June 30, 1926		6605
Added during the year	3199	
Cancelled during the year	2278	
Increase during the year (75)		921
Registered Borrowers in good standing June 30, 1927		9526

RECORD OF MAIL AND OTHER SHIPMENTS FOR THE YEAR 1926-27

Postal Cards - Overdues	7511
" " - Reserves	2665
" " - Shipping Notices	1075
" " - Miscellaneous	2[illegible]
Sealed	1[illegible]
Unsealed	[illegible]
County Packages by mail	1[illegible]
" " " individuals	916
Special Delivery	1
Registered	1
City Packages	[illegible]
Total	22023

CIRCULATION
MAIN LIBRARY
YEAR ENDING JUNE 30, 1937

Number of Classes			Count of Classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	Total
		000 General Works	391	322	713
		100 Philosophy	2625	33	2658
		200 Religion	1768	194	1962
		300 Sociology	3806	6657	10463
9135	1030	370 Education			
		400 Language	455	17	472
		500 Science	2567	1293	3860
		600 Useful arts	4218	637	4855
87	748	610 Health			
70	1383	630 Agriculture			
		700 Fine arts	4132	1624	5756
	738	Music scores			
		800 Literature	6339	903	7242
675	4050	820 English			
		900 History	10000	2111	12111
1000	4069	910 Travel			
383	2956	920 Biography			
		Fiction	116110	25227	141337
		Documents	4		4
		Magazines	1118	9	1127
		Unclassed	5	1	6
1580	10484	County			
163	526	Vacation			
	4777	Pay books			
			153538	39028	192566
		Arlington Branch			23358
		City Schools			21722
		City Stations			111
		County Schools			15620
		County Stations			5660
		Interlibrary loans			91
		Extension			2[illegible]
					319284
		Total			[illegible]
					[illegible]

*13297 is the circulation of books to County borrowers over the desk of Main Library and Arlington Branch.

STATISTICS
ADDITIONS BOOKS
FOR THREE YEARS TO 1957

Instructs of Children			Groups of Classes		
Home Books	Adult		Adult	Young People	Total
		Classes of Books 19[illegible]			
		100 General works			
		200 Philosophy	42		
		200 Religion	87	79	[illegible]
		300 Sociology	71	616	[illegible]
55	14	370 Education			
		400 Language	75		[illegible]
		500 Science	119	71	[illegible]
		600 Useful arts	118	[illegible]	[illegible]
	6	610 Health			
	5	630 Agriculture			
		700 Fine arts	68	[illegible]	[illegible]
		Music series			
		800 Literature	105	43	[illegible]
24	93	820 English			
		900 History	66	230	[illegible]
82	275	910 Travel			
22	116	920 Biography			
		Fiction	[illegible]	[illegible]	[illegible]
		Documents	67		[illegible]
		Magazines	825	216	[illegible]
118	516	Gaudy			
21	18	Junior			
	32	Pay Books			
		Totals	17179	6179	[illegible]

[illegible] AND STATIONS

Total	Number of Books Sent		Circulation	Total
		COUNTY STATIONS		
	386	Arlington	1233	
	394	Banning	3298	
	163	Beaumont	2566	
	310	Blythe	939	
	262	Coachella	2[illegible]	
	102	Corona	569	
	487	Edom	116	
	774	Elsinore	5698	
	167	Hemet	4514	
	[illegible]	Highgrove	538	
	[illegible]	Idyllwild	655	
	[illegible]	Indio		
	19	Jurupa Heights		
	6	Keen Camp		
	112	Mecca	185	
	51	Moreno	383	
	43	Murietta	498	
	373	Nuevo	1151	
	831	Perris	5069	
	59	Pigeon Pass	203	
	7	Rannells	7	
	114	Ripley	42[illegible]	
	988	San Jacinto	106[illegible]	
	[illegible]	Sobobe	450	
	[illegible]	Temecula Union	280	
	198	Thermal	2287	
	803	Valley Center	1270	
	190	Wildomar	620	
	217	Winchester	353	
8327		Riverside	12064	58603
		CITY STATIONS		
	522	Arlington		
	1	Citrus Experiment Station	1	
	1	Community Hospital	1	
	1	County Home Dem. Agent	1	
	89	La Sierra Academy	89	
939	85	Southern Sierras Power Co.	24	117
234	234	**EXTENSION**	234	234
54	54	**INTERLIBRARY LOAN**	54	54

Total	Books Sent	COUNTY SCHOOLS	Circulation	Total
	24	Alamos	67	
	481	Alberhill	154	
	275	Banning	16	
	164	Cabazon	102	
	880	Coachella	401	
	534	Desert	685	
	43	Desert Center		
	46	East Vale	150	
	189	Eden	30	
	1093	Elsinore	1541	
	484	Ensign	280	
	337	Ethanac Union	260	
	707	Glenavon	454	
	282	Hamilton	763	
	1717	Hemet	2667	
	769	Highgrove	765	
	265	Hyatt	833	
	978	Indio		
	645	Jurupa Heights	1175	
	172	Lakeview	79	
	183	Mecca	180	
	111	Menifee	34	
	269	Murrieta	211	
	503	Norco	2106	
	148	Point Happy	101	
	1327	San Jacinto	1659	
	132	Temecula	84	
	417	Temecula Union	506	
	368	Thermal		
	267	Trujillo	58	
	645	Union Joint		
	224	Valley Center		
	672	Val Verde	1600	
	525	Wildomar	16	
14675	125	Oasis		19610
		CITY SCHOOLS		
	331	Boys' Junior High	2561	
	194	Bryant	1080	
	205	Casa Blanca	180	
	232	Fremont	1887	
	320	Girls' Junior High	3133	
	9	Grant Elementary		
	242	Irving	1504	
	361	Liberty	1521	
	305	Lincoln	2046	
	432	Longfellow	2614	
	250	Lowell	915	
	282	Magnolia	1714	
	205	Palm Avenue	1421	
	53	Part Time	82	
	495	Poly High	1036	
3475	9	Independiente		117
28307				693

[illegible]	Main	[illegible]	[illegible]	City [illegible]	County [illegible]	County [illegible]	Interlibrary Loan	[illegible]	Total
July	16524	2192				4979	3	9	23707
August	16267	1844				4547	1	6	22665
Sept.	14377	1350	875	3	425	3981	1	7	21019
Oct.	14393	1659	3117	27	1416	4559	3	25	25199
Nov.	15115	1382	3406	1	1517	4847	2	23	26793
Dec.	15043	1948	1801	4	1818	5230	6	15	25865
Jan.	17084	2147	3080	28	2291	5113	7	31	29781
Feb.	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	12	[illegible]	[illegible]
Mch.	18184	2481	2546	4	2543	5353	8	42	31161
Apr.	16825	2130	2551	4	1798	5336	7	26	28677
May.	15100	1889	1650	17	1398	4581	2	10	24627
June	[illegible]	[illegible]		7	01	[illegible]	1	[illegible]	[illegible]
	192566	[illegible]	[illegible]	117	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
								Less	[illegible]
									[illegible]

* [illegible] is the circulation of books = [illegible] borrowers over the [illegible] at the Main Library and Arlington [illegible]

LIST OF RESIDENT AND OTHER PRINCIPAL
DONORS 1926-1927

-|-|-|-|-|-|-|-|-|-|-|-

American Child Health Ass'n
The American Institute of Homeopathy
American National Fox Breeders Association
American Telephone & Telegraph Co.
Frank F. Anderson
Mrs. H. A. Ambrose
Mrs. W. H. Ayers
James H. Bennett
Binders Board Mfg. Ass'n
Nancy Bagigian
Sidney Brooks
Mrs. Caroline H. Burke
George Burt
Carnegie Endowment for International Peace
Carnegie Foundation for the Advancement of Teaching
Carnegie Institution of Washington
Dr. E. P. Clarke
Dr. Louisa Harvey Clarke
Cornhill Publishing Company
Ralph Dalman
Mrs. Adelaide D. Denison
Denison Manufacturing Company
Copper and Brass Research Ass'n
William W. Cook
Miss Rosa Ebeling
R. D. Eberle
Mrs. J. M. Ferguson
Mrs. Henry D. French
Miss Elizabeth L. Gallagher
Miss Alice M. Gerlirk
Mrs. J. H. Gary
Mrs. Dana Young Gates
Mrs. Higgins
Hispanic Society of America
Mrs. Catherine Hooper
J. A. Hoagain
J. George Hunter
John Royal John
The Julcom Press
J. G. Karsten
Pierre Key, Inc.
Mrs. L. E. Larrabee
Robert Leith
Los Angeles Chamber of Commerce
J. C. McLeod
James B. McNair
Alfred W. Manning
James R. Martin
E. B. Miller
Thomas E. Mitten
Mrs. John Mylne
National Committee on the Cause and Cure of War
Mrs. Frank Newell
New York Public Library
Oregon Historical Society
Pennsylvania State Library and Museum
Pollak Foundation for Economic Research
Fred Rafferty
Miss Margaret Reynolds
William H. Riecks
Rhinelander Refrigerator Company
Rubidoux Chapter, D.A.R.
J. Rutherford Scott
C. P. Selleck
Dr. Thomas Hall Shastid
C. C. Stevenson, Jr.
The University of the State of New York
Vacuum Oil Company
Mrs. George F. Ward
L. A. Warde
Workers Education Bureau Press, Inc.

PROPERTY OF
AMERICAN LIBRARY ASSOCIATION

AUG 31 1926

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1925/26

Riverside, Calif.
1925-26

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1925--1926

Riverside, California

-:-:-:-:-:-:-

LIBRARY BOARD

Mr. C. L. McFarland, President

Mr. Harry B. Chase, Secretary

Mr. George A. Sarau

Mr. Raymond Best

Dr. Louise Harvey Clarke

-:-:-:-:-:-

Mr. Charles F. Woods, Librarian

THE LIBRARY OF THE
NOV 4 - 1926
UNIVERSITY OF ILLINOIS

Z027
R622R1
1926/26

Riverside, California,
July 31, 1926.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 151 of the City Charter there is submitted herewith as the Report of the Board of Library Directors for the year ending June 30, 1926, the financial and statistical report of the Librarian together with his statement addressed to this Board.

Respectfully

President of the Board of
Library Directors.

RIVERSIDE PUBLIC LIBRARY

July 29, 1926.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1926.

There are this year no such radical changes to record in the physical arrangements of the library or in its methods of administration as were made during the previous year. The attention of the librarian has been occupied in keeping pace with the growing service of the library and especially in the working out of the changes in the plan of the library school forecast in his previous report. A more commodious and substantial case has been installed for the exhibit of new books. An old catalog case was remodelled, giving us a fine group of four uniform catalog cases. Two new typewriters were added, several electric fans for the comfort of the public and staff and a new duplicating apparatus, which greatly facilitates the preparation of outlines for the library school and the multiplication of bulletins and reports for the library itself.

THE CIRCULATION DEPARTMENT

So far as Riverside is concerned the deterrent influence of the automobile and radio upon reading is not strikingly apparent. To keep pace with the growing demands upon the library, additional help has been employed and with some increases in wages, mostly in the lower ranks of the service, the expenditure for salaries this year shows an increase of 11.5% over the year previous. This increase appears fully justified by the increase in services to be mentioned. The total circulation in both city and county has increased over 34,000 in number, or 9%, the circulation at the main library alone increasing over twenty thousand, or 13.3%. This was necessarily met by an increased expenditure for books, $9094.06, being the largest sum spent for that purpose in the history of the library. It is gratifying to note that while there was an increase in the circulation of adult fiction of 7%, the increase for other books was over three times as great, or 23% for the year, while the proportion of circulation of adult fiction has been reduced from 67% in 1921 to 59% in the current year. The number of borrowers registered shows an increase of 8%, a normal increase for the community. A small part of the service of the circulation department to the public is in the issue of overdue postal notices, 8,440 in number during the year, an increase of 9% over the previous year, an added indication that the work of the library must grow and be supported with the growth of the community.

COUNTY DEPARTMENT

The number of packages sent out by the county department during the year increased 30% and the number of books included in these packages, 23%. Figures do not indicate a corres-

LIBRARY
UNIVERS

pending increase in circulation, the increase being but 3%, but this may be due to the fact that there has always been difficulty in securing reports of circulation from voluntary custodians. On the other hand there has been a large increase in interlibrary loans and in direct service to individuals (extension). The unit cost of books sent out in our county department was fifty-eight cents as compared with sixty cents for the year 1922-23, when Riverside County ranked eighth lowest in the state in this particular.

CHILDREN'S DEPARTMENT

Our report of last year noted the beneficial effect of a special attendant for our Children's Department. This year that room has been under the care of Mrs. Louise Strong and the value of special personal direction has been shown by an increase of 20% in the circulation of children's books. Mrs. Strong has served the cause of children's literature by making a number of talks on that subject during the year before various organizations.

CATALOG DEPARTMENT

The additions to the library show an increase of 12% over the previous year, the volumes catalogued an increase of 24% and cards filed an increase of 40%. The large purchases of the year have rendered slow the progress in recataloging and if the library is to keep pace with growing demands and at the same time clean house, an increase in the working force in this department is imperative. A valuable piece of work accomplished by this department during the year has been the separation of the children's catalog from the main catalog and its installation in the children's room.

REFERENCE DEPARTMENT

It is not alone in the purchase and circulation of books that the library has been active. The use of the library for the reading of journals and periodicals has increased and a definite stage in its growth was marked when during the evening of March 8th every chair in the library was found to be occupied and it was with difficulty that a seat was found for a reader. The reference work has increased correspondingly and the pressure on the Reference Department was especially heavy this spring. Every interest of the community, literary, social and economic, has been represented in the work of our Reference Department. The demands from the various schools have been notable. At one time, also in March, Miss Robbins, then acting reference librarian, had on reserve shelves at one time material for thirteen different debates.

LIBRARY SCHOOL

The experience of the year has apparently justified the plans of the Board, made in April 1925, for the elimination of the winter session of the library school and the reduction of the long course from eleven months to thirty-two weeks. During the previous year under the eleven months plan the school had but five long course students. The shorter period corresponding with the academic year in schools and colleges, brought to us fourteen long course students for the 1926 term, while the enrollment for 1927 was completed about June 10, 1926, seven months in advance of the beginning of that session.

It is gratifying to report that of the fourteen students enrolled for 1926, all promise to complete their work at the writing of this report. The summer session, increased from six to eight weeks in length and with special courses throughout the mornings replacing the special features of the former winter school, began its work June 21st with an enrollment of thirty-nine students. In the absence on leave of Miss Helen Evans, Reference Librarian, on whom so much of the teaching of the school devolves, the school has been fortunate in securing the services of Miss Mary E. Robbins of Lakeville, Connecticut, and Miss Caroline Wendell of New York City, both of whom served extended engagements with the library and school during the year.

Acknowledgment is due to the Southern Sierras Power Company and to the administration of the Riverside High School and Junior College and of the Citrus Experiment Station and particularly to their librarians, Misses Bernice Loveland, Rosa B. Gage and Marie Poteet, whose cooperation has opened the libraries of those institutions for practice work to the students of our school. The value of this opportunity is so apparent that we hope that this arrangement may become a permanent one.

This year has seen the introduction in the library school of a projecting apparatus which has greatly facilitated and expedited the teaching of cataloging both in the easy display of model cards and of corrected work. The restriction of entrance to the school to the beginning of the term and the balance of schedules has made possible a uniform certificate for all students and greatly simplifies the clerical work of school records. While added courses in the summer school have consumed some part of the gain incident to the dropping of the winter session, the financial showing of the school is more favorable than in any previous year and seems more than ever to warrant its continuance and to assure its success.

* * * * * * * *

Last year we noted the commencement of our association with the Cooperative Department of the Riverside Junior College. We can this year report our continued satisfaction with that arrangement, four young ladies employed on alternating schedules having continued to do highly satisfactory work, both as students at college and as employees of the library.

The library has continued to enjoy the benefactions of numerous donors of books and other material. A list of the names of those who have given to the library follows the statistical portion of this report.

The thanks of the librarian are due to the Board of Directors and the library staff for their unvarying interest, support and cooperation.

Respectfully

Librarian

ESTIMATES OF AMOUNTS REQUESTED FOR THE RIVERSIDE PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING JULY 1,1926.

-i-i-i-i-i-i-

	1926-27	Spent Last Year
Salaries and Wages	$23,500.00	$20,000.50
Woods		
Evans		
Lewis		
Strang		
Swezey		
Hitchcock		
Garlick		
Harriss		
Woodruff		
Hour, substitute, emergency help, cleaners.		
Books	8,700.00	9,094.08
Periodicals, serials, newspapers	1,000.00	931.24
Maps, Memorabilia and Flat Filing	100.00	85.25
Education, Instruction and Advertising	2,000.00	1,959.38
Bldgs., Grounds and Per.Improvements	3,500.00	5,971.29
Furniture and Fixtures	2,500.00	894.18
Printing and Paper Stock	1,020.00	875.77
Binding and Workshop	2,250.00	1,841.03
Fuel, Light and Power	2,250.00	2,113.08
Water	160.00	162.10
Telegraph and Telephone	55.00	56.71
Postage	850.00	843.84
Freight, Drayage and Express	300.00	205.31
Transportation, Branch Expense and Travel	600.00	360.95
Office Supplies	201.81	189.46
Refunds	215.00	122.67
Miscellaneous	500.00	405.80
Insurance	681.10	954.88
	$50,382.91	$47,079.63

SECRETARY

RECEIPTS

Balance from last year		$ 406.70	
Taxes (18¢)		26,177.33	
County contract		10,000.00	
School Contracts		5,956.43	
Library School Fees		3,021.50	
Cancelled Warrants		3.00	
Desk Receipts:			
Fines	$1,295.04		
Deposits	132.00		
Loss & Damage	237.53		
Postal Notices	30.52		
Sales	310.28		
Miscellaneous (Including rents $751.70)	834.79		
Cash Balance Over	38.43	2,678.59	$48,443.75

DISBURSEMENTS

Salaries	10,830.00	
Books	9,094.06	
Newspapers, Periodicals and Serials	931.84	
Maps, Memorabilia and Flat Filing	85.25	
Education, Instruction and Advertising	1,959.55	
Bldgs., Grounds and Per. Improvements	5,971.29	
Furniture and Fixtures	894.18	
Printing and Paper Stock	875.77	
Binding and Workshop	1,841.83	
Fuel, Light and Power	2,113.85	
Water	162.10	
Telegraph and Telephone	56.71	
Postage	845.84	
Freight, Drayage and Express	205.31	
Transportation, Branch Expense and Travel	368.95	
Office Supplies	189.43	
Refunds	122.67	
Miscellaneous	405.86	
Insurance	954.82	
Wages	9,170.50	
	47,079.63	
By Balance	1,364.12	$48,443.75

State of California)
County of Riverside)

Harry B. Chase being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

H. B. Chase

Subscribed and sworn to before me this 31st day of July, 1926.

Notary Public in and for the County of Riverside, State of California

LIST OF EMPLOYEES WITH TOTAL OF SALARIES AND WAGES FOR THE
FISCAL YEAR JULY 1, 1925 to JUNE 30, 1926

SALARIED EMPLOYEES

Charles F. Woods, Librarian	$2,000.00	
Helen Evans, Assistant Librarian, Ref.Dept.	300.00	On leave of absence
Mary E. Robbins, Substitute Reference Librarian	750.00	
Caroline Wandell, " " "	150.00	10 months
Minnie Lewis, Cataloger	1,650.00	11 mo. only
Berniece Sweezy, Desk Captain	1,420.00	
Doris Magginson, Assistant Cataloger	125.00	
Sara Hitchcock, Secretary	1,320.00	
Alice Garlick, Assistant Reference Librarian	1,035.00	absent 1½ mo.
Mrs. Margaret Harriss, Custodian Arlington Br.	720.00	
A. E. Woodruff, Lawn Attendant	360.00	$10,830.00

DESK ATTENDANTS, SUBSTITUTE, EMERGENCY AND HOUR HELP

Grace Alworth	25.20	
Mildred Beymer	420.38	
Gladys Bowles	13.83	
Alice Boynton	90.75	
H. R. Campbell	2.60	
Elizabeth Derby	1.40	
Mable Durrenberger	198.08	
Belle FitzPatrick	945.90	
Frances Goree	485.98	
Marguerite Grayson	340.01	
Doris Grubbs	37.30	
Elenor Hankins	33.63	
Peggy Hudson	2.80	
Wilda Hutton	178.50	
Margaret Keith	4.90	
Lillie M. Myers	4.75	
Florence Newell	288.60	
Marjorie Pann	14.75	
Emma Paffer	26.00	
Ruth Peirce	21.70	
Marie Poteet	372.98	
Marjorie Robertson	30.40	
Ruby Rowe	65.10	
Dora Sager	59.85	
Ruth Sauer	232.55	
Anne Schneider	720.40	
Ellen Shaffer	84.05	
Maurine Sims	30.70	
Mrs. H. B. Smith	91.70	
S. E. Snyder	2.75	
Hélène Spencer	7.70	
Frances Strang	966.30	
Mrs. Harold Strong	543.25	
Edith Taylor	5.60	
Jean Urquhart	425.00	
Dorothy Van Fleet	150.50	
Velma Vantuyl	2.10	
Marjorie Walton	579.24	
Marion B. Wellar	115.15	
A. E. Woodruff	1,066.50	
Violet Yelton	318.75	
Clewidre	55.74	$ 9,170.50
TOTAL		$20,000.50

BOOK AND PAMPHLET RECORD FOR YEAR
ENDING JUNE 30,1926

Total books bound and unbound, June 30, 1925			110,205
Accession Number June 30, 1925		99,368	
Accessions by purchase	5241		
" " gift or exchange	339		
" " subscription and binding	128		
" " recataloged books previously unaccessioned	106	5,814	5,814
Accession number June 30, 1926		105,182	
Unaccessioned volumes		10,000	1,000
" supplementary readers (including gifts)		7,883	1,696
Unbound books and pamphlets (est.)		33,000	2,500
Gross totals		156,065	121,215

DEDUCTIONS

By blank accession numbers	4,548	
Withdrawals (Books)	25,812	3,010
" (Pamphlets)	7,700	200
Total Deductions	38,060	3,210
Net total books accessioned, unaccessioned, bound and unbound	118,005	118,005
Net increase		7,800

Volumes cataloged	5,044
Volumes recataloged	724
Catalog cards filed	10,693

Books and magazines bound, rebound and repaired in library	4,500
" " " " " " " " "	1,792
Total	6,292

REGISTRATION RECORD FOR THE YEAR ENDING JUNE 30,1926

Registered borrowers in good standing June 30,1925		7973
Added during the year	2977	
Cancelled during the year	2345	
Increase during the year (8%)		632
Registered Borrowers in good standing June 30,1926		8605

POSTAGE ACCOUNT

Number of pieces of mail sent out during the fiscal year 1925-26

Overdues	8440
Held 36 hours	1874
Other Postal Cards	165
Sealed	4449
Unsealed	5313
County Packages	1454
Special Delivery	6
TOTAL	21404

CIRCULATION
MAIN LIBRARY

YEAR ENDING JUNE 30, 1926

Analysis of classes			Count of Classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	Total
		000 General works	381	233	614
		100 Philosophy	2227	39	2266
		200 Religion	1608	205	1813
		300 Sociology	3364	6298	9662
1827	940	370 Education			
		400 Language	449	6	455
		500 Science	2235	1170	3405
		600 Useful arts	4049	499	4548
68	889	610 Health			
63	1076	630 Agriculture			
		700 Fine arts	3878	1550	5428
	720	Music scores			
		800 Literature	5907	833	6740
595	3931	820 English			
		900 History	8883	2009	10892
943	3411	910 Travel			
465	3090	920 Biography			
		Fiction	106094	26058	132152
		Documents	37		37
		Magazines	849		849
		Unclassed	19	1	20
1597	9088	County			
103	589	Vacation			
	2996	Pay books			
			139980	38901	178881
		Arlington Branch			22393
		City Schools			25005
		City Stations			226
		County Schools			16961
		County High Schools			82
		County Stations			58940
		Interlibrary loan			54
		Extension			268
					302810
			Less		11890 #
				Total	290920

#11890 is the circulation of books to county borrowers over the desk at Main Library and Arlington Branch.

CIRCULATION
ARLINGTON BRANCH

YEAR ENDING JUNE 30, 1926

Analysis of classes			Count of Classes		
Young People	Adult	Classes of Books, etc.	Adult	Young People	Total
		000 General works	1		1
		100 Philosophy	53		53
		200 Religion	73	47	120
		300 Sociology	62	625	687
19	30	370 Education			
		400 Language	30	2	32
		500 Science	88	93	181
		600 Useful arts	183	67	250
	34	610 Health			
	14	630 Agriculture			
		700 Fine arts	103	178	281
		Music scores			
		800 Literature	277	70	347
25	115	820 English			
		900 History	635	250	885
68	191	910 Travel			
123	201	920 Biography			
		Fiction	13206	5137	18343
		Documents	60	1	61
		Magazines	885	267	1152
359	846	County			
12	35	Vacation			
	406	Pay Books			
		Totals	15656	6737	22393

BRANCHES AND STATIONS

Total	Number of Books Sent		Circulation	Total
		COUNTY STATIONS		
		Arlington	1205	
	351	Banning	3666	
	772	Beaumont	2963	
	216	Blythe	1453	
	479	Coachella	2270	
	386	Corona	717	
	534	Elsinore	5499	
	771	Hemet	4482	
	80	Highgrove	645	
	76	Idyllwild	1238	
	402	Indio	3005	
		Keen Camp		
	184	Mecca	255	
	40	Moreno	225	
	116	Murietta	942	
	184	Nuevo	449	
	677	Perris	3515	
	201	Pigeon Pass	233	
	97	Rannells	344	
		Riverside	10685	
	1271	San Jacinto	11075	
	44	Thermal	2418	
	309	Valley Center	778	
	126	Wildomar	485	
7601	166	Winchester	393	58940
		CITY STATIONS		
	339	Arlington		
	8	Citrus Experiment Station	4	
	205	La Sierra Academy	205	
248	15	Montessori School	15	228
		EXTENSION		
224	224	Boy Scouts, etc.	218	218
54	54	INTERLIBRARY LOANS	54	54

Total	Books Sent	COUNTY SCHOOLS	Circulation	Total
	143	Alamos	154	
	402	Alberhill	125	
	1363	Banning	3009	
	174	Cabazon	187	
	307	Coachella	385	
	497	Desert	145	
	171	East Vale	34	
	216	Elm	14	
	1114	Elsinore	2251	
	338	Ensign	546	
	117	Ethanac Union	99	
	678	Glenavon	900	
	307	Hamilton	231	
	1147	Hemet	1092	
	442	Highgrove	228	
	103	Hyatt	93	
	867	Indio	730	
	106	Jurupa Heights	100	
	72	Lakeview	27	
	205	Mecca	117	
	701	Murietta	1279	
	353	Nuevo	1697	
	162	Oasis	845	
	127	Point Happy	73	
	1016	San Jacinto	627	
	99	Temecula		
	442	Temecula Union	371	
	614	Thermal	513	
	191	Trujillo	113	
	469	Union Joint	335	
	359	Valley Center	158	
	502	Val Verde	515	
14483	41	Wildomar	63	16961
		COUNTY HIGH SCHOOLS		
85	85	San Jacinto	82	82
		CITY SCHOOLS		
	398	Boys' Junior High	5807	
	185	Bryant	1365	
	114	Casa Blanca	760	
	244	Fremont	1078	
	355	Girls' Junior High	4236	
	1	Grant Elementary		
	9	Independiente		
	235	Irving	1408	
	332	Liberty	850	
	[illegible]	Lincoln	2343	
	489	Longfellow	2174	
	147	Lowell	1038	
	330	Magnolia	2304	
	213	Palm Avenue	832	
	71	Part Time	154	
	658	Poly High	1316	
4979	5	Washington		25005
27191				101536

1935-36	Main	Arling-ton	City Schools	City Stations	County Schools	County High	County Stations	Interlibrary Loan	Exten-sion	Total
July	13232	1802		2			4661		92	[illegible]
Aug.	16136	1840					4761	4	16	[illegible]
Sept.	14354	1811		37	135		4422	7	4	[illegible]
Oct.	13315	1387	3573	19	1771	1	4721	3	6	[illegible]
Nov.	13587	1816	3534	13	2243	50	4824	3	16	[illegible]
Dec.	14181	1699	3450	94	2333	9	4827	3	24	[illegible]
Jan.	16057	1712	3495	20	2396	6	5260	4	18	[illegible]
Feb.	15434	1631	3173	8	2137	8	5041	2	28	[illegible]
Mar.	16234	2135	3345	19	2012	4	5626	5	9	[illegible]
Apr.	14686	2166	3499	6	2236	4	5307	4	6	[illegible]
May	13482	2059	2154	4	987		4934	18	5	[illegible]
June	14841	2136		4	701		4656	1	44	[illegible]
	175331	22383	24005	226	16961	82	58940	54	268	[illegible]
									Less	[illegible]
										[illegible]

#11880 is the circulation of books to County borrowers over the desk at the Main Library and Arlington Branch.

LIST OF RESIDENT AND OTHER PRINCIPAL
DONORS 1925-1926

-:-:-:-:-:-:-:-:-:-:-:-:-

American Legion of Riverside,
Post 79
American Tree Association
Edward E. Ayer
Bahai Library Committee
Mrs. Frank Barker
Miss A. E. Bates
Bigelow-Hartford Carpet Company
Mrs. H. B. Bridgman
George T. Brown
Miss M. D. Bulkley
California Fruit Growers Exchange
Carnegie Endowment for International Peace
Carnegie Foundation for the Advancement of Teaching
Carnegie Institution of Washington
Peter T. Carter
Dr. E. P. Clarke
Dr. Louise Harvey Clarke
The Commission for Relief in Belgium
Continental Baking Corporation
L. A. Curtis
Estate of E. Dailey
Miss Alice Davis
Wallace Evans
H. F. Grout
Benjamin Handy
Mrs. H. A. Hendry
Mrs. W. A. Hunter
Industries Publishing Company
International Boundary Commission
Lew Irvine
Mrs. Mary E. Jackson
Edmund Jaeger
Louis G. Jenks
Peter Johnson
Jonas Brothers
Pierre Key
Mrs. Marie Nelson Lee
A. W. Manning
Mrs. A. S. Mead
B. R. Montgomery
Moody's Investors Service
Dr. J. A. Munk
National Foreign Trade Council
Kirby Page
George Pfeifer
Dr. Josiah H. Penniman
Frank Hervey Pettingell
Portland Cement Association
Percy A. Powell
Procter & Gamble
Publication Office of "Our Hope"
Dr. H. S. Reed
Miss Margaret Reynolds
Mrs. Alice Richardson
The Rockefeller Foundation
Rubidoux Chapter, D.A.R.
A. D. Shamel
Shivaji Literary Memorial Committee
Rev. Leighton C. Shuster
The Temple of the People
The University of the State of New York
M. L. Wallace
C. J. Wilcomb
Frank J. Wilder
J. Harrison Wright

q027
R622R1
1924/25

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1924 - 1925

Riverside, California

LIBRARY BOARD

Mr. C. L. McFarland, President

Mr. Harry B. Chase, Secretary

Mr. George A. Sarau

Mr. Raymond Best

Dr. Louise Harvey Clarke

----- 0 -----

Mr. Chas. F. Woods, Librarian

q 027
R622R1
1924/25

Riverside, California,
July 31, 1925.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 151 of the City Charter there is submitted herewith as the Report of the Board of Library Directors for the year ending June 30, 1925, the financial and statistical report of the Librarian together with his statement addressed to this Board.

Respectfully

(Signed) C. L. McFarland
President of the Board of
Library Directors.

RIVERSIDE PUBLIC LIBRARY

July 31, 1925.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1925.

For the past year we are happy to record a number of changes both in the physical arrangement and in the practice of the library. The change most striking to the public eye is the removal from the entrance hall of four reading tables and the substitution of four glass exhibit cases. Many visitors have expressed their pleasure at this change and remarked on the increased sense of space afforded by it.

The circulation desk has been remodelled, giving much more shelf space for the storage of records and the handling of returned books. The return card tray has been lowered so that attendants may sit while discharging books.

The antique locked case was moved from the main stack room, the position of the music case changed, a number of new stacks added and the sequence of books in the stacks corrected. Doors have been added making a number of cabinets in the office for the better protection of records and improving the appearance of the room. A large shelving space was cleared in the basement and an annex of less used books created. About three thousand such books showing no signs of use during the previous eight years were removed from the more valuable space of the main floor.

Following the suggestions of a report made several years ago by Mr. H. O. Parkinson of the Stockton Public Library, a two entry charging system has been substituted for one requiring five or seven notations. The end of the year also sees our binding well cleaned up, the stock of books being held for binding or repairs being smaller at the end of the year than has been the case for several previous years.

One of the most recent changes has been the systematic classification of correspondence files in the office which greatly facilitates the handling of our rather heavy correspondence. Our stationery stock has also been re-classified in such a way as to bring together on the shelves all stock pertaining to each department. Incidental to this change a form book has been compiled containing a sample of each of the one hundred forms necessary for the use of the various departments which will facilitate reference to and changes in the several forms. Also the classification itself forms a key to the

LIBRARY
UNIVERSITY OF ILLINOIS

shelf arrangement of the stock. There is also added an alphabetical index. Progress in the library is indicated by the fact that over thirty of these forms have been changed during the incumbency of your present librarian, changes which have met the general approval of the staff.

It is to be noted that the present report shows a slight decrease in the number of books in the library as compared with the previous year. This has been due to the large withdrawals of worn and obsolete books and pamphlets, including some books which had lain for years in the library accessioned but uncatalogued. There have also been sold and exchanged a quantity of obsolete and duplicate books including a number of duplicates from the collection of government documents. As a result of this policy much dead wood has been pared away and a number of valuable volumes added not previously in the library.

Despite a loss in the circulation of fiction there has been an increase in the total circulation at the main library due to an increase of one-sixth in the circulation of books of non-fiction. The demand for fiction is being partially supplied by the duplicate pay collection, while the extra sums paid for books during the past year have made possible the acquisition of general books in greater number and variety. The expenditures for books during the year again exceeded those for any previous year since 1912-13, while expenditures for binding exceeded those for any previous year.

The number of registered borrowers shows a slight decrease due to the fact that our registration period being three years there were more persons registered in 1922 than in 1925. Changes in the plan of registration, however, and the present requirement that the borrower must present his card, have resulted in a decided increase in registration during the six months that this rule has been in force. The registration from January to June, 1925, was 1572 as compared with 1319 for the like period in 1922 and exceeds by over fifty per cent the registration for the like period in 1923 and 1924. It is inevitable, therefore, that the next year will show a marked increase in the total number of registered borrowers.

Too much emphasis can hardly be laid on the fact that the changes and improvements made during the past year have been made possible because a slightly increased revenue has enabled us to employ more help. There still remains much to be done, the city is growing rapidly and it is to be hoped that revenues can be still further increased rather than diminished or even merely maintained.

A new class of employees has been added to the library during the past year. The library has joined hands with the so-called Co-operative Department of the Riverside Junior College and has employed during the year four young women who, working in pairs, have alternated between employment in the library and their studies at the college. The Librarian desires to record his satisfaction with this arrangement and his belief that students working under this plan are better students and better employees. It is to be hoped that this co-operation with the Junior College can be continued and somewhat enlarged.

COUNTY DEPARTMENT

Allowing for the loss of two high schools in the county department, the number of books sent out to county stations has remained stationary, but there is an increase of over ten per cent in the recorded circulation. The two high schools lost have made rather comprehensive plans for the development of their own libraries. The expressions of satisfaction with the county service have been general. The conduct of the department by Miss Frances Strang has been capable and devoted and the service given under her direction has maintained the friendly attitude of our county correspondants.

THE LIBRARY SCHOOL

While the summer session closed in August, 1924, was the largest in the history of the school, there has been a marked falling off of long course students, only five continuing and completing their work. The registration at the winter school was also slightly below the average. The poor attendance at the winter session convinced the director of the school that this expensive ten weeks session should be dropped, the long course shortened to about seven calendar months and the summer session (which has been increasingly well attended during recent years) lengthened to eight weeks. Such recommendations were accordingly made at the april meeting of the Board of Directors and adopted by them at a special meeting held June 11, 1925.

The year has been made notable by the visit of the Board of Education for Librarianship whose report was received late in the year. The final effect of this report remains uncertain but it held out hope that our school might be converted into a Junior Undergraduate Library School. Pending further action it is believed that the changes in the plan of the school as above outlined will be in the direction to meet the suggestions of the Board of Education for Librarianship.

Since March of the current year our children's room has been in charge of Miss Marion Keller, formerly of Utica (New York) Public Library and a student in the last Winter Session of our Library School. The appearance and service in the room have been much improved and the circulation of the department has shown a marked increase during her care of it. Miss Keller has conducted a story hour for the children fortnightly which has been met with gratifying attendance. She and others chosen by her have also visited the settlement house to tell stories to the children there.

As the year closes the librarian can record the realization of a plan long cherished to secure for this department all the books listed in that excellent list of children's books "The Book Shelf for Boys and Girls". This beautiful and inexpensive catalog is, therefore, made available as the catalog of our children's department.

As a part of the report there is appended a list of resident and other principal donors to the library. There are always, however, some gifts during the year which seem to deserve special mention. Such are those of Mr. J.C.Deagan who gave a large number of books during July, 1924; of Mrs. Orral Nessmore Robidoux of Kansas City, Missouri, who gave the book "Memorial to the Robidoux Brothers; a history of the Robidouxs in America", which will be most valuable for the information of those seeking to learn something of the history of the Robidoux (or Rubidoux) Family; and of Mrs. Charles J. Strater of New York City, a guest at the Glenwood Mission Inn, who gave a beautifully illustrated book on American Pewter, a valuable addition to the library's collections in art.

This report would be incomplete without a word of appreciation of the liberty and support given me by the Library Board in making the numerous changes hereinbefore mentioned and of their ever continued devotion to the library, and of the ready acceptance by the library staff of these changes and of their continued interest and enthusiasm in their work. In addition to those previously mentioned, special recognition is due to Miss Helen Evans for carrying a large burden in the direction and teaching of the library school, to Miss Doris Meggin-son for her capable conduct of the catalog department, to Miss Bernice Swezey for her uniformly courteous and able direction of the circulation department and to Miss Sara Hitchcock who as Secretary to the Librarian carries in her mind all the details of the business of the library. In addition to carrying on the work incidental to the ordering of books, Miss Florence Newell, who has been free of routine schedules, has met emergencies in all departments and has served as the alter ego of the Librarian in making or immediately supervising most of the changes described in this report.

Respectfully,

Charles F. Woods

LIBRARIAN

ESTIMATE OF AMOUNTS REQUESTED FOR THE RIVERSIDE PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING JULY 1,1926.

	1925-26	Spent Last Year
Salaries and wages	$19,460.00	$17,921.92
Woods		
Evans		
Lewis		
Strang		
Swezey		
Kitzbeck		
Garlick		
Garriss		
Woodruff		
Hour, substitute, emergency help, cleaners.		
Books	8,676.70	6,582.03
Periodicals, serials, newspapers	875.00	874.59
Maps, Memorabilia and Flat Filing	100.00	125.20
Education, instruction and advertising	1,000.00	2,250.67
Bldgs., grounds and per. improvements	6,200.00	5,923.50
Furniture and Fixtures	800.00	1,215.01
Printing and Paper Stock	1,000.00	998.58
Binding and Workshop	1,500.00	1,991.54
Fuel, light and power	2,000.00	2,718.10
Water	180.00	164.50
Telegraph and Telephone	60.00	71.90
Postage	800.00	695.49
Freight, Dray and Express	250.00	220.29
Transportation, branch expense and travel	500.00	358.90
Office Supplies	175.00	173.19
Refunds	300.00	241.54
Miscellaneous	400.00	581.37
Insurance	900.00	1,215.83
	$44,956.70	$44,271.71

SECRETARY

RECEIPTS

Balance from last year		$ 109.44	
Taxes (10%)		28,103.10	
County Contract		10,000.00	
School Contracts		4,299.83	
Library School Fund		2,[illegible].25	
Cancelled Warrants		7.69	
Desk Receipts:			
Fines	$1,152.05		
Deposits	133.00		
Loss & Damage	139.69		
Postal Notices	27.28		
Sales	191.08		
Miscellaneous (Including rents $694.05) ...	823.31		
Cash Balance Over	50.25	2,496.67	$44,[illegible]

DISBURSEMENTS

Salaries	11,[illegible]	
Books	6,562.03	
Newspapers, Periodicals and Serials	874.60	
Maps, Memorabilia and Flat Filing	105.35	
Education, Instruction and Advertising	2,[illegible]	
Bldgs., Grounds and Per. Improvements	2,935.60	
Furniture and Fixtures	1,216.01	
Printing and Paper Stock	998.95	
Binding and Workshop	1,921.34	
Fuel, light and power	2,718.10	
Water	164.10	
Telegraph and Telephone	71.90	
Postage and Exchange	693.42	
Freight, Dray and Express	270.[illegible]	
Transportation, Branch Expense and Travel	369.69	
Office Supplies	173.19	
Refunds	241.64	
Miscellaneous	481.37	
Insurance	1,[illegible]	
Wages	6,406.40	
	44,271.71	
By balance	402.70	$44,[illegible]

State of California,)
County of Riverside,)

Harry B. Chase being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

Harry B. Chase

Subscribed and sworn to before me this 31st day of July, 1925.

Raymond Best

Notary Public in and for the
of Riverside, State of Cal[illegible]

LIST OF EMPLOYEES WITH TOTAL OF SALARIES
AND WAGES PAID FOR THE FISCAL YEAR JULY 1, 1924
TO JUNE 30, 1925...

SALARIED EMPLOYEES

Charles F. Woods, Librarian	$2950.00	
Helen Evans, Assistant Librarian, Reference Dept.	1800.00	
Minnie A. Lewis, Cataloger	125.00	
Avis Pillsbury, Cataloger	372.59	
Doris Megginson, Assistant Cataloger	1221.93	
Bernice Swezey, Desk Captain	1290.00	
Sara Hitchcock, Secretary	1290.00	
Rosalie Wilson, Senior Attendant, County Dept.	90.00	
Alice Garlick, Assistant Reference Librarian	1050.00	
Mrs. Margaret Harriss, Custodian of Arlington Br.	720.00	
William Reagan, Janitor	246.00	
A. E. Woodruff, Lawn Attendant	360.00	$11,315.52

DESK ATTENDANTS, SUBSTITUTE, EMERGENCY AND HOUR HELP

Mildred Bandy	39.75
Mildred Beymer	256.64
Alice Boynton	94.38
Adaline Drew	79.63
Isabelle FitzPatrick	345.11
Frances Goree	192.70
Marguerite Grayson	13.88
Elenor Hankins	145.38
Wilda Hutton	124.08
Lena Leahy	6.65
Billie Manning	147.00
Adaline Miller	486.85
Florence Newell	360.85
Ruth Peirce	37.30
Marie Peteet	424.13
Marjorie Robertson	8.05
Ruby Rowe	4.90
Dora Sager	85.50
Ruth Sauer	351.00
Anne Schneider	780.85
Ellen Shaffer	74.75
Maurine Sims	32.55
Mable Spencer	16.80
Frances Strang	846.40
Dorothy Van Fleet	111.75
Marion Wellar	189.68
Elizabeth Wilson	152.00
A. E. Woodruff	918.00
Cleaners	84.80

TOTAL $17,921.52

BOOK AND PAMPHLET RECORD FOR YEAR
ENDING JUNE 30, 1925.

Total books bound and unbound, June 30, 1924			111,113
Accession Number June 30, 1924		94,808	
Accessions by purchase	3,681		
" " gift or exchange	523		
" " subscription and binding	199		
" " recataloged books previously unaccessioned..	57	4,560	4,560
Accession number June 30, 1925		99,368	
Unaccessioned volumes		9,000	
" supplementary readers (including gifts)		6,187	1,022
Unbound books and pamphlets (est.)		30,500	8,500
Gross totals		145,055	119,195

DEDUCTIONS

By blank accession numbers	4,548	
Withdrawals (Books)	22,802	3,990
" (Pamphlets)	7,500	5,000
Total Deductions	34,850	8,990
Net total books accessioned, unaccessioned, bound and unbound	110,205	110,205
Net decrease		908

Volumes cataloged ..... 4,0[illegible]
Catalog cards filed ..... 7,6[illegible]

Books and magazines bound, rebound and repaired in library 8,000
" " " " " " " at bindery 1,449

Total 6,449

REGISTRATION RECORD FOR THE YEAR ENDING
JUNE 30, 1925

-------- 0 --------

Last registration number June 30, 1925		(1)1572
" " " " ", 1924		8223
REGISTRATION ADDED DURING YEAR		3349
Visitors registered (No numbers assigned)	99	
Previous registration		33524
Total registration		36873
Previous Cancellations	25300	
Cancellations (July 1,1921-June 30,1922)	3600	28900
REGISTERED BORROWERS IN GOOD STANDING AT END OF YR.		7973
Same, at end of previous year		8229
Decrease in number of borrowers in good standing ..		256

---------- 0 ----------

POSTAGE ACCOUNT

Number of pieces of mail sent out during the fiscal year
1924-1925

Overdues	[illegible]
Hold 36 hours	[illegible]
Other Postal Cards	[illegible]
Sealed	[illegible]
Unsealed	[illegible]
County Packages	[illegible]
Special Delivery	[illegible]
Registered	[illegible]
Stamps Enclosed	[illegible]
Total	[illegible]

CIRCULATION
MAIN LIBRARY

YEAR ENDING JUNE 30, 1925.

Analysis of classes			Count of Classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	Total
		000 General works	359	142	501
		100 Philosophy	1925	42	1967
		200 Religion	1337	208	1545
		300 Sociology	3040	4123	7163
356	1083	370 Education			
		400 Language	472	21	493
		500 Science	1952	810	2762
		600 Useful arts	3501	346	3847
27	790	610 Health			
47	858	630 Agriculture			
		700 Fine arts	3398	1598	4996
	677	Music scores			
		800 Literature	5000	537	5537
390	3119	820 English			
		900 History	7985	1593	9578
585	2812	910 Travel			
407	2819	920 Biography			
		Fiction	98850	20516	119366
		Documents	33		33
		Magazines	465		465
		Unclassed	12		12
1255	8215	County			
98	444	Vacation			
	3587	Pay books			
			128329	29936	158265
		Arlington Branch			23906
		City Schools			23834
		City Stations			166
		County Schools			17598
		County High Schools			351
		County Stations			54116
		Interlibrary loan			24
		Individuals			30
		Extension			49
					278339
				Less	10436 #
			Total		267903

#10436 is the circulation of books to county borrowers over the desk at Main Library and Arlington Branch.

CIRCULATION
ARLINGTON BRANCH

YEAR ENDING JUNE 30, 1925.

Analysis of classes			Count of Classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	Total
		000 General works			
		100 Philosophy	88	3	91
		200 Religion	96	76	172
		300 Sociology	147	650	797
30	72	370 Education			
		400 Language	53	8	61
		500 Science	62	93	155
		600 Useful arts	197	91	288
4	27	610 Health			
	1	630 Agriculture			
		700 Fine arts	196	129	325
		Music scores			
		800 Literature	363	93	456
24	194	820 English			
		900 History	756	331	1087
58	207	910 Travel			
184	264	920 Biography			
		Fiction	13454	5675	19129
		Documents	79	1	80
		Magazines	968	297	1265
129	837	County			
7	33	Vacation			
	416	Pay Books			
		Totals	16459	7447	23906

BRANCHES AND STATIONS

Total	Number of Books Sent		Circulation	Total
		COUNTY STATIONS		
		Arlington	966	
	515	Banning	4953	
	372	Beaumont	1803	
	31	Blythe	1082	
	417	Coachella	1912	
	305	Corona	824	
	902	Elsinore	4463	
	524	Hemet	4420	
	53	Highgrove	1339	
	66	Idyllwild	673	
	377	Indio	981	
		Keen Camp	27	
	112	Mecca	299	
	78	Moreno	241	
	187	Murrietta	1140	
	245	Nuevo	763	
	57	Palm Springs	376	
	320	Perris	3385	
	231	Pigeon Pass	200	
	196	Rannells	545	
	1135	San Jacinto	10674	
	203	Thermal	2364	
	171	Valley Center	405	
	117	Wildomar	383	
	156	Winchester	428	
6770		Riverside	9470	54,116
		CITY STATIONS		
	314	Arlington		
	6	Citrus Experiment Station	6	
	8	County Home Demonstration		
		County Teachers (No record)		
	110	La Sierra Academy	160	
446	8	Montessori School		166
78	78	INDIVIDUALS	79	79
24	24	Interlibrary Loan	24	24
7318				54,385

Total	Books Sent	COUNTY SCHOOLS	Circulation	Total
	104	Alamos	440	
	285	Alberhill	82	
	1071	Banning	3269	
	125	Cabazon	54	
	305	Cahuilla	129	
	665	Coachella	353	
	269	Desert	466	
	21	Desert Center School		
	226	East Vale	120	
	1179	Elsinore	2654	
	328	Ensign	143	
	54	Ethanac Union	92	
	23	Fruitvale		
	430	Glenavon	737	
	85	Hamilton	102	
	1	Harmony		
	955	Hemet	1737	
	295	Highgrove	54	
		Hyatt	30	
	41	Idyllwild Emergency		
	805	Indio	1300	
	75	Jurupa Heights	105	
	19	Little Lake		
	225	Mecca	906	
	680	Murrietta	585	
	309	Nuevo	1419	
	108	Oasis	90	
	150	Point Happy	81	
	944	San Jacinto	719	
	175	Temecula Union	752	
	539	Thermal G.S.	443	
	153	Trujillo	51	
	435	Union Joint	240	
	233	Valley Center	90	
	277	Val Verde	117	
	151	Wildomar	129	
11,722		Winchester	100	17,598
		COUNTY HIGH SCHOOLS		
	3	Coachella Valley U.H.		
127	124	San Jacinto	351	351
		CITY SCHOOLS		
	196	Bryant	1096	
	151	Casa Blanca	200	
	192	Fremont	1326	
	521	Girls' Jr. High	6175	
	10	Grant Elementary	3	
	590	Boys' Jr. High	3378	
	275	Irving	1507	
	316	Liberty	690	
	205	Lincoln	1878	
	596	Longfellow	2727	
	237	Lowell	1534	
	156	Magnolia	1610	
	130	Palm Avenue	272	
		Part Time	92	
4,368	790	Poly High	1432	23,834
16,214				41,783

1924-20	Main	Arlington	City Schools	City Stations	County Schools	County High	County Stations	Interlibrary Loan	Individuals	Total
July	14472	1940					4701	2	1	21,116
Aug.	14524	1759					4368		2	20,653
Sept.	12060	1467					3966			17,493
Oct.	12122	2145	2784	74	2104	25	3980			23,234
Nov.	12875	1868	2306	75	2262	42	4372	3	1	23,804
Dec.	13388	1649	1920	13	1937	25	5510		2	24,444
Jan.	14108	2262	3186	4	2161	47	4948		2	26,718
Feb.	12012	1822	3429		2418	62	4458	2		24,209
Mar.	12771	2333	3264		2422	50	4704	1	1	25,546
Apr.	12339	2276	2947		2218	50	4622	9	1	24,562
May	12938	2259	3121		2002	50	4131	2	15	24,518
June	14380	2126	877		74		4456	5	54	21,942
	156090	23905	23834	166	17598	351	54116	24	79	278,339
									Less	10,436#
										267,903

#10,436 is the circulation of books to County borrowers over the desk at the Main Library and Arlington Branch.

LIST OF RESIDENT AND OTHER PRINCIPAL
DONORS 1924-1925

Mrs. Stella H. Alexander
The Acorn Press
D. Appleton & Company
Mrs. L. C. Bacon
Louis K. Birinyi
Benajmin Bogue
Joseph G. Butler, Jr.
Carnegie Endowment for International Peace
Carnegie Foundation for the Advancement of Teaching
Carnegie Institution of Washington
Peter Carter
Christian Science Reading Room
The Citizen
E. P. Clarke
Dr. Louise Harvey Clarke
Francis Dixon Cleveland
J. C. Deagan
George H. Doran & Company
Editor & Publisher
Howard B. Frost
Vander Gehersky
Local Girl Scouts
Miss Bessie Graham
General Education Board
Miss Margaret J. Hamilton
Mrs. Mabel Heskett
G. W. Holden
Mrs. Will H. Holmes
Japanese Society
Kiwanis Club
Knights of Columbus
Mrs. Helena Arnold Leonard
Mis LeQuatte
Local Humane Society
J. B. Long
A. W. Manning
Michigan Society, Sons of the American Revolution
National American Women's Suffrage Association
Mrs. Nellie Seeds Ridgewood
Mrs. P. G. Newell
Miss Florence Newell
Pacific Telephone & Telegraph Company
Palmer Institute of Authorship
Miss Edna C. Pierce
Planet Book Distributors
Rand McNally Company
Miss Margaret Reynolds
Riverside Chamber of Commerce
Mrs. Orral Messmore Robidoux
Miss Irene B. Ross
Rotary Club
Arthur Shackleton
Societe Des Nations
South Eastern California Bible House
Mrs. Charles G. Strater
Mrs. J. N. Wells
Mrs. Grace Conklin Williams
W. C. T. U.

q027
R622R1
1923/24

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1923 - 1924

Riverside, California

LIBRARY BOARD

Mr. E. L. DePierlani, President

Mr. Henry D. Chase, Secretary

Mr. George L. Harper

Mr. Raymond Hunt

Dr. Louise Harvey Clarke

Mr. Charles F. Woods, Librarian

VOL 4 - 1923

2027
L R622R1
1923/24

Riverside, California,
July 31, 1924.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 151 of the City Charter there is submitted herewith as the Report of the Board of Library Directors for the year ending June 30, 1924, the financial and statistical report of the Librarian together with his statement addressed to this Board.

Respectfully

(Signed) C. L. McFARLAND
President of the Board of
Library Directors.

[illegible] Public Library

July [illegible], 1924.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30, 1924.

From the physical standpoint there have been no remarkable changes in the library during the past year. Three new wall cases were added in the periodical room making possible the rearrangement of the room periodicals and providing space for several years additions in that department. During the year it was observed that the expensive cases provided for the Correja Collection were not provided with backs. These were accordingly added in order to protect the valuable books of that collection from dust. Another showcase has also been set up in the reference room for the display of some of the more curious and exclusive books of the library. The stacks have been made on the shelf arrangement except in the children's room, where the usual arrangement by alcoves and settees has been substituted for the "Ribbon" arrangement.

Small placards have provided for each table in the reference room giving the names of the periodicals on each table. This has proved a convenience for the staff and for the public. The large and beautiful prints of the Santa Barbara of Mission Vecchio and of the Riverside Bulkhead, a part of the gift of Mrs. Virginia F. Clement, have been hung during the year and add much to the adornment of our rooms. The collection of books from the same donor has been cataloged during the year and the bookplates especially designed for this collection, inserted in each book.

The service of the library continues to increase. The borrowers in good standing at the end of this year of report number [illegible], approximately [illegible] of the population of the city. This is an increase of 7.[illegible] over the number at the end of the previous fiscal year. As this has been the rate of increase for two successive years it may be taken as representing the annual rate of growth. This increase in service shows the necessity for a corresponding increase in financial provision for the library. The circulation of books at the Main Library shows an increase for the year corresponding to the increase in the number of borrowers, while the circulation at the Arlington Branch shows a very slight increase. Some departments of the branch show such a decrease in circulation that the total in all departments for the year appears slightly less than last year. This may in some measure be attributed to the fact that it has not always been possible to get reports from volunteer custodians and circulation reports have accordingly been estimated. This matter will be further taken up in that section of this report which deals with county library service.

LIBRARY
UNIVERSITY OF ILLINOIS

A noteworthy feature of this year's work has been the reinstitution of the Pay Collection. The Pay Collection had been abandoned during the previous year because, under the arrangements then existing, there was no strictly separate fund for the pay collection nor was such a fund created by the revenues from the leasing of books. It seemed desirable to reinstitute the collection but with a fund which might be kept separate, together with the revenues from rentals. This was made possible by the generous gift of twenty-five dollars each from the members of the present Library Board and, with the usual rental placed at ten cents per week, the collection, after a years trial, has been a decided success and a very necessary supplement to the free fiction collections of the library.

The number of books in the library shows a small net increase for the year despite the fact that the expenditure of $2970.83 for books alone has been the largest made by the library since the fiscal year 1912-13. While additions have been large there have been many withdrawals of useless, worn and duplicate books and pamphlets which filled valuable space to no purpose. A large collection of duplicate bound magazines, books and some government documents has been turned over to the local high school and Junior College in the hope that it may be an inducement and assistance to those institutions in building up a library adequate for their needs. The total expenditure for books, periodicals, maps and binding, $3,114.81, represents a proper proportion of the total expenditure for the year, especially when it is taken into account that over five thousand books have been repaired in the library during the year. In the matter of the effort at rearrangement of the library and the attempt to bring its records into line with commonly accepted practice, I incorporate at this point the report of Miss Jeanne Johnson, Head Cataloger:

> "The total number of volumes cataloged during the year is 3,256, an increase of 1,437 over the preceding year. Of this number, 1945 represents the new titles cataloged since November first, 1027 replaced and added copies, 227, periodicals and continuations, and 451 recataloged volumes.
>
> The current cataloging has been handled promptly and easily with the student help and some inroads made upon the accumulation of back work. With the exception of a shelf of medical books which will later be incorporated in the Medical Library, the Clement collection, a notable gift of last year, has been cataloged and made available to the public.
>
> During the last three months of the year when the current work was not so heavy we were able to recatalog 451 books, chiefly biography. This recataloging we hope can be continued. We are also sorry that time did not permit us to check the Dorothy Daniels Collection with the catalog and add cards for all titles not represented in the catalog.
>
> Not the least of the tasks undertaken was the segregation of the reference shelflist, which involved drawing thousands of cards from the catalog, marking them with an "R" to indicate that the books were for reference use only, and then re-filing them. Much time was also spent in withdrawing 3,151 books, many of them with incomplete records.

From November to March, the department was fortunate in securing the part-time services of Miss Bernice Loveland, an experienced cataloger. Since March it has been difficult for the head of the Department to give as much time as desirable to instructing the students and reviewing every process of their work.

While considerable progress has been made during the year, it is abundantly evident that many opportunities for service are still ahead of us, inviting the best thought and earnest endeavors of the Cataloging Department for several years to come."

GIFTS

Separate acknowledgment is impossible for the many gifts which have maintained a steady flow of books and pamphlets into the library during the year. A list is, however, appended of the principal donors. In the matter of previous benefactions some attention has been given to the Dorothy Daniels Collection, for which framed cards have been hung, the bookplate completed and inserted in the books and the fund itself invested with the intention to use the interest therefrom for the purchase of choice children's books. A gift of Ten Dollars was received from the California Congress of Mothers and P.T.A., 5th District, Mrs. J.G.Wilson, Treasurer, for the purchase of books for the children of the county schools. Another gift of Twenty Dollars was received from Prof. George G. Wilson of Harvard University, who lectured at the Universalist Church under the auspices of Dr. W.C.Selleck. This was for the purchase of books on International law.

COUNTY LIBRARY

While the purchases of books for the County Library Department were less than for the previous year, they were, nevertheless, higher than for several years previous thereto. The number of books sent out by the County Library shows an increase of about three thousand, most of this increase going to the county schools. The constant expressions of satisfaction with the service from the teachers throughout the county indicate that the county library is holding its own in the minds and hearts of these earnest.

Figures recently compiled by the librarian indicate that while the per capita expenditure for the county library in Riverside County is among the lowest in the State, the County ranks very high in comparison with other counties in respect to the cost of books circulated and books sent out. Considering especially that the County Department is called upon to operate a relatively small business over a large area, this investigation indicates a high degree of efficiency in cost of the county work.

THE LIBRARY SCHOOL

The total number of students served in the long course, winter session and summer session during the year was seventy-six, while the new registration falling strictly within the fiscal year was forty-eight, a decrease of five as compared with the previous year. This decrease is attributable to a small registration of long course students, the winter course standing as the previous

[illegible] at exactly an average of the previous eight years with twenty-one students, while the summer session of 1929 was the largest in the history of the school with thirty-seven students, the winter session for that [illegible] 30th promising to equal or exceed that number. The management has received many expressions of satisfaction and confidence from both students and visiting teachers, especially in the [illegible] courses, the special need for which is made evident by the [illegible] of registration in the summer sessions. It is encouraging that the long course students recently in residence at the school have as large a proportion of possible resumes for immediate library work as is usually the case. This is because most of them are planning to resume college work on completion of their library training.

Through the interest of the local Chamber of Commerce the Librarian attended a hearing of the Temporary Library Training Board in New York City April 15th to 17th. The preliminary report of the Temporary Library Training Board seems to leave no place in the system for the private school. On the gratitude and assurances of the Committee, the interest and the very generous [illegible] of the friends of the school and the [illegible] of the final report of the Board, there [illegible], we believe that the school may look forward to a favorable perception and ultimately, it may be, to the financial support [illegible] that [illegible].

[illegible]

[illegible]

[illegible] OF [illegible] PROPOSED FOR THE TWELVE MONTHS
[illegible] YEAR BEGINNING JULY 1,1924.

	1924-25	Last Year
Salaries and wages	$18,400.00	$16,316.54

[illegible]
Evans
Gallagher (not named)
Knox County Dept. (not named)
[illegible]
Kilbourneck
Garlick
Higginson
Harries
Keegan
Woodruff

Hour, substitute and emergency help, cleaners.

Books	7,000.00	5,970.83
Periodicals, serials, newspapers	550.00	519.53
Mags, Memorabilia and file filing	100.00	33.75
Education, instruction & advertising	2,500.00	2,440.00
Bldg., grounds & per. improvements	6,500.00	5,945.71
Furniture and fixtures	400.00	550.32
Printing and paper stock	1,130.00	1,197.72
Binding and workshop	1,300.00	1,290.40
Fuel, light and power	2,600.00	1,052.66
Water	150.00	142.20
Telegraph and telephone	50.00	41.89
Postage and exchange	700.00	494.00
Freight, dray and express	400.00	359.26
Transportation, branch expense and travel	500.00	522.98
Office supplies	175.00	214.42
Refunds	225.00	224.37
Miscellaneous	300.00	407.05
Insurance (last year includes taxes)	1,[illegible].00	1,018.78
	$44,418.80	$39,336.90

Above estimates do not include repairs to the Arlington Branch building, the necessity of which was noted in our Budget estimates of last year. More recent examination of this building indicates a probable minimum cost of necessary repairs of $1500.00

The above budget does, however, include the painting of the Allatt and Humphrey houses.

SECRETARY.

RECEIPTS

Balance from last year		$ 181.70	
Taxes (18%)		31,194.95	
County Contract		5,700.00	
School Contracts		3,795.00	
Library School Fees		2,874.25	
Cancelled Warrants		88.28	
Desk Receipts:			
Fines	1069.54		
Deposits	238.08		
Loss & Damage	159.15		
Postal Notices	25.48		
Sales	221.34		
Miscellaneous	338.15		
Cash Balance Over	31.28	2,063.02	$39,448.04

DISBURSEMENTS

Salaries and Wages	16,315.34	
Books	5,973.83	
Newspapers, Periodicals and Serials	828.53	
Maps, Memorabilia & Flat Filing	33.70	
Education, Instruction & Advertising	2,543.90	
Bldgs., grounds and per. improvements	5,948.71	
Furniture and Fixtures	550.32	
Printing and Paper Stock	1,187.78	
Binding and workshop	1,250.40	
Fuel, light and power	1,066.83	
Water	142.20	
Telegraph and telephone	41.83	
Postage and exchange	684.44	
Freight, dray and express	310.33	
Transportation, branch expense and travel	522.98	
Office supplies	314.42	
Refunds	224.37	
Miscellaneous	407.06	
Insurance and taxes	1,018.25	
	39,336.90	
By Balance	109.14	$39,446.04

State of California, }
County of Riverside }

Harry B. Chase being duly sworn, on his oath says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

(Signed) Harry B. Chase

Subscribed and sworn to before me this 31st day of July, 1924.

(Signed) Marjorie A. Himes
Notary Public in and for the County of Riverside, State of California.

LIST OF EMPLOYEES WITH TOTAL OF SALARIES
[illegible] PAID FOR THE FISCAL YEAR JULY 1, 1923
TO JUNE 30, 1924.

SALARIED EMPLOYEES

Charles F. Woods, Librarian	$2700.00	
Alice M. Butterfield, Reference Librarian	319.50	
Helen [illegible], Assistant Librarian, Reference Dept.	1223.25	
Edith M. Bickham, Cataloguer	312.50	
Jeanne Johnson, Cataloguer	1200.00	
Sara Hitchcock, Secretary	1160.00	
Bernice [illegible], Desk Captain	1100.00	
Ethel F. Faulkner, Head of County Department	375.00	
Rosalie Wilson, Senior Attendant, County Dept.	360.00	
Alice M. Garlick, Assistant Reference Librarian	600.00	
Mrs. Margaret Barrise, Custodian of Arlington Branch	720.00	
William Wagan, Janitor	1040.00	
Gerald Watkins, Lawn Boy	60.00	
A. H. Woodruff, Lawn Attendant	300.00	$12,[illegible]

DESK ATTENDANTS, SUBSTITUTE, EMERGENCY
AND HOUR HELP.

Frances Bandy	$ 190.45	
Alice Boynton	80.75	
[illegible] L. Cox	180.00	
Alice M. Garlick	323.75	
Beatrice Gazzolo	49.50	
Elanor Hawkins	65.62	
Willa Hutton	21.00	
Elizabeth Iredell	22.75	
Hannah Johnson	14.00	
Bernice Loveland	200.00	
Billie Manning	31.50	
Doris Megginson	266.08	
Violet Mortimer	48.17	
Florence Newell	23.00	
Marie Potest	300.28	
Edith Rose	133.90	
Ruby Ross	171.94	
Doris Rowlands	68.08	
Dora Sager	99.13	
Ruth Sauer	331.63	
Anne Schneider	549.50	
Helen M. Sharp	42.25	
Beatrice Sims	108.81	
Frances Strang	477.05	
Louise Strong	15.75	
Jean G. Urquhart	5.40	
Dorothy Van Fleet	216.75	
Helen Waldo	2.25	
Rosalie Wilson	98.18	
A. E. Woodruff	52.50	
Jean Woodruff	1.75	
Cleaners	51.97	4,[illegible]

TOTAL $16,315.54

BOOK AND PAMPHLET RECORD FOR YEAR ENDING
JUNE 30, 1924.

Total books found and missing, June 30, 1923			107,[illegible]
Accession Number June 30, 1923		97,101	
Accessions by purchase	3712		
" " gift or exchange	710		
" " subscription and binding	163		
" " recatalogued books previously unaccessioned	32	4,617	4,617
Accession number June 30, 1924		96,800	
Unaccessioned volumes		9,000	800
" supplementary records (including gifts)		8,188	1,304
Bound books and pamphlets (est.)		22,000	8,500
Gross totals		136,973	116,681

DEDUCTIONS

By blank accession numbers	4,548	
Withdrawals (Room 300)	18,812	
" Pamphlets	2,500	5,548
Total Deductions	25,860	5,548

Net total books accessioned, unaccessioned, found and unfound	111,113	111,133
Net increase		3,174

Volumes catalogued ..... 3,[illegible]
Catalog cards filed 13,150

Books and magazines bound, rebound and repaired in library	5,[illegible]
" " " " " " at bindery	1,[illegible]
Total	6,696

REGISTRATION RECORD FOR THE YEAR ENDING

JUNE 30, 1924.

Last registration number June 30, 1924		[illegible]
" " " " " 1923		[illegible]
REGISTRATION AIDED DURING YEAR		[illegible]
Visitors registered (No numbers assigned 237		
Previous registration		31946
Total registration		[illegible]
Cancellations (to June 30, 1921)		[illegible]
REGISTERED BORROWERS IN GOOD STANDING AT END OF YR		[illegible]
Same, at end of previous year		7092
Increase in number of borrowers in good standing..		877
" " " " "	7.5%	

POSTAGE ACCOUNT

Number of pieces of mail sent out during the fiscal year 1923-24.

Overdues	7601
Held 36 hours	1408
Other postal cards	753
Sealed	[illegible]
Unsealed	4796
County Packages	1954
Special delivery	11
Registered	2
Stamps enclosed	445
Stamps sold	49
Total	[illegible]

CIRCULATION
MAIN LIBRARY

YEAR ENDING MAY 31, 1934.

Analysis of classes			Count of Classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	Total
		000 General works	288	86	374
		100 Philosophy	1391	12	1403
		200 Religion	1004	166	1170
		300 Sociology	2427	4196	6623
451	666	370 Education			
		400 Language	458	9	467
		500 Science	1909	940	2849
		600 Useful arts	3122	399	3521
12	688	610 Health			
42	869	630 Agriculture			
		700 Fine arts	3269	1233	[illegible]
	824	Music scores			
		800 Literature	[illegible]	723	3117
649	2751	820 English			
		900 History	[illegible]	1766	[illegible]
905	2629	910 Travel			
846	1959	920 Biography			
		[illegible]	[illegible]	[illegible]	[illegible]
		Periodicals	49		49
		Magazines	18[illegible]		[illegible]
		Dailies	[illegible]		11
1168	1480	Posters			
		Pictures	30		30
		Pamphlets	4		4
		Newspapers	2		2
		Map	1		1
86	420	Vacation			
	2138	Fay books			
			[illegible]	[illegible]	[illegible]

Arlington Branch	[illegible]
City Schools	[illegible]
City Stations	[illegible]
County Schools	[illegible]
County High Schools	[illegible]
County Stations	[illegible]
Interlibrary Loan	[illegible]
Individuals	[illegible]
	[illegible]
Less	[illegible]
Total	[illegible]

[illegible]346 is the circulation of books to county borrowers over the desk at Main Library and Arlington Branch.

CIRCULATION
ARLINGTON

YEAR ENDING JUNE 30, 1924.

Analysis of classes			Count of classes		
Young People	Adult	Classes of books, etc.	Adult	Young people	Total
		000 General works			
		100 Philosophy	118	3	121
		200 Religion	83	44	127
		300 Sociology	92	622	714
7	35	370 Education			
		400 Language	45	11	56
		500 Science	84	64	148
		600 Useful arts	202	93	295
	6	610 Health			
1	3	630 Agriculture			
		700 Fine arts	130	114	244
		Music scores			
		800 Literature	275	67	342
15	137	820 English			
		900 History	689	302	991
16	194	910 Travel			
174	245	920 Biography			
		Fiction	13155	5213	18368
		Documents	49	4	53
		Magazines	969	285	1254
71	687	County			
18	16	Vacation			
3	172	940.913			
			15891	6822	22713

BRANCHES AND STATIONS

Total	Number of Books sent		Circulation	Total
		COUNTY STATIONS		
	851	Arlington	758	
	501	Banning	6189	
	42	Beaumont	1559	
	214	Blythe	638	
	285	Coachella	2058	
	595	Corona	529	
	767	Elsinore	2718	
	91	Hemet	4906	
	92	Highgrove	1237	
	216	Indio	994	
		Idyllwild	80	
	64	Keen Camp	55	
	74	LaSierra Academy	326	
	178	Mecca	295	
	236	Moreno	344	
		Murrietta	686	
	251	Murrietta Hot Springs	1080	
	151	Nuevo	1150	
	220	Palm Springs	188	
	220	Perris	3119	
	143	Pigeon Pass	198	
	1200	Rannells	639	
		San Jacinto	9677	
	178	Temecula Joint	235	
	204	Thermal	873	
	188	Wildomar	474	
	144	Winchester	373	
7,018		Valley Center	391	
		Riverside	8582	50,751
		CITY STATIONS		
	480	Arlington		
	Books left from last year)	County Jail	60	
	38	City Jail	69	
		City Hospital	800	
		County Teachers (No Record)		
	1	County Demons. Agent	171	
	6	Citrus Experiment Station	32	
	5	Montessori School	47	
1,[illegible]	1	Manual Training		1,177
182	182	INDIVIDUALS	188	188
26	26	INTERLIBRARY LOANS	22	22

Total	Books Sent		Circulation	Total
		COUNTY SCHOOLS		
	218	Alamos	178	
	166	Alberhill	64	
	800	Banning	1020	
	283	Cabazon	379	
	49	Cahuilla	44	
	497	Coachella	419	
	275	Desert	465	
	184	East Vale	847	
	1104	Elsinore S.H.	1746	
	237	Ensign	103	
	77	Ethanac Union	195	
	634	Glenaven	1300	
	46	Hamilton	69	
	841	Hemet	259	
	285	Highgrove	252	
	36	Hyatt	87	
	545	Indio	250	
	130	Jurupa Heights	150	
	253	Mecca	410	
	710	Murrietta	701	
	310	Nuevo	1144	
	72	Oasis	75	
	445	Perris	413	
	136	Point Happy	183	
		Rocky Comfort		
	833	San Jacinto	1532	
	267	Temecula Union	1501	
	391	Thermal	141	
	146	Trujillo	59	
	451	Union Joint	620	
	390	Valley Center	97	
11,044	178	Wildomar	185	15,001
	57	Winchester	104	
		COUNTY HIGH SCHOOLS		
	295	Coachella Valley U.H.	676	
	271	Elsinore High	648	
731	165	San Jacinto	543	1,867
		CITY SCHOOLS		
	199	Bryant	1221	
	256	Casa Blanca	795	
	141	Fremont	877	
	577	Girls' High	1414	
	334	Grant	955	
	228	Irving	1198	
	439	Liberty	949	
	206	Lincoln	1538	
	471	Longfellow	3938	
	249	Lowell	1015	
	226	Magnolia	1765	
		Migratory School	80	
	234	Palm Avenue	350	
	594	Poly High	1862	
4,354	70	Part Time	110	17,647
26,030				86,853

[illegible]	Main	Arlington	City Bookmobile	City Stations	County Bookmobile	County Ships	County Stations	Interlibrary Loan	Individuals	Total
July	12087	1386		132			4093	1	55	18461
August	12028	1384		126			4078		2	19724
September	11884	1647		135			3989		1	17628
October	11829	2327	2388	132	1873	291	5335	4	4	21546
November	11241	1977	2215	121	2296	411	5359	6	8	23458
December	10555	2028	1654	131	1771	179	4941	1	5	22365
January	12731	1643	2512	121	2170	224	4159	8	6	24347
February	12746	2026	2274	121	1823	219	4427	8	3	23948
March	14861	2299	1921	83	2002	225	3015	3	3	24476
April	14697	2236	2136	81	1896	129	4495	1	3	24608
May	12814	2273	1796	81	1261	164	4079	1		22713
June	12094	1692		31			4059	1	99	18006
	143426	22715	17647	1177	15001	1867	54761	22	184	256792
									Less	8340 #
										248452

#8340 is the circulation of books to County borrowers over the desk at Main Library and Arlington Branch.

[illegible]
DONORS 1925-34.

The American Defense Society,
    New York City.
American Society of International
    Law, Washington, D.C.
[illegible] Library Committee
[illegible]
[illegible] Boyd
[illegible]
[illegible]
Mrs. [illegible] Brown
California Congress of Mothers
    and P.T.A., [illegible] District
Carnegie Endowment for International
    Peace
Carnegie Foundation for the Advancement of Teaching
Carnegie Institution of Washington
[illegible] Chase Fund
[illegible] Fund
[illegible] Chase
Christian Science Church
[illegible]
[illegible]
[illegible] Clarke
Mrs. Virginia P. Clement
[illegible] Cleveland
Miss [illegible] M. Cope
Mrs. [illegible] L. Davis
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible] Hall
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

[illegible] Carroll
Mrs. Lawler
[illegible] Library
Mrs. Florence Barton Loring
W. R. Lyon
Mrs. [illegible]
[illegible] McFarland
Mrs. Robert McIntyre
E. L. Manning
Mrs. Nellie C. Meacham
W. A. Moore
[illegible]
National Association of
    Manufacturers
The National Education Ass'n
    of the United States
National [illegible] Light Ass'n
National [illegible] Society
H. T. Parker
Fred Rafferty
Clifford Randall
C. [illegible] Reamy
Miss Margaret Reynolds
Rockefeller Foundation
John D. Rockefeller, Jr.
[illegible] Daughters
    of the American Revolution
[illegible]
[illegible]
Rev. [illegible] Selleck
[illegible]
[illegible] Stone
[illegible]
[illegible]
[illegible]
Frances [illegible]
Senor Don Francisco [illegible]
    [illegible]
Mrs. A. H. Voorhis
Mrs. [illegible]
[illegible]
[illegible]
[illegible]
Prof. George [illegible]
[illegible] F. [illegible]
World Peace Foundation

q027
RG22R1
1922/23

ANNUAL REPORT

OF THE

RIVERSIDE PUBLIC LIBRARY

1922 - 1923

Riverside, California

LIBRARY BOARD

Dr. H. L. McPherrin, President

Mr. Harry B. Cover, Secretary

Mr. George A. Dorsey

Mr. Raymond Rees

Mrs. Louise Varney

Mr. Frederick T. Cheney, Librarian

NOV 1 -

9027
R622R1
1922/23

Riverside, California,
July 31, 1923.

To the Honorable Mayor and Common Council
of the City of Riverside, California.

Gentlemen:

In accordance with Section 151 of the City Charter there is submitted herewith as the Report of the Board of Library Directors for the year ending June 30, 1923 the financial and statistical report of the Librarian together with his statement addressed to this Board.

Respectfully

President of the Board of
Library Directors.

Fullerton 23 Feb 54

4 N '53 dir.rg. 1922/23 - 1926/27, 1928/29. sec.

RIVERSIDE PUBLIC LIBRARY

July 1st, 1925.

To the Board of Directors of the
Riverside Public Library,
Riverside, California.

There is submitted herewith the financial and statistical report of the Riverside Public Library for the year ending June 30th, 1925.

After eleven months spent in your service your librarian can record his contentment with having chosen that service in preference to others offered, the inspiration which he has derived from the constant interest and support of the Board, his gratification at the kindness of the general welcome accorded to him, a stranger, and the satisfaction which he has found in working with a well trained staff having a professional pride in their work.

While the year has been regarded as a period of study of a somewhat complicated task rather than as a time for positive accomplishment, some items of addition and change may nevertheless be recorded.

For the better information of the Board a further classification of the general accounts of the library was worked out and installed, while for a closer record of the distribution of book monies to the departments of the library and to the various classes of books a register of book orders was adopted. Several printed forms, notably postal card forms, have been added, while other record and account forms have been changed in the interest of simplicity and economy. The materials in the stock and stationery room have been rearranged and relabelled, all the books in the main reference collection rearranged to conform as far as practicable to the classification and a "New Book Shelf" established for the better display of the new general books, about which the patrons of the library always evince a keen curiosity.

A new and more complete system of periodical record has been installed and put into partial operation. This should be of great assistance in the reference work of the library, in which the periodicals are, year by year, of increasing importance. Incident to this work the unbound periodicals have been rearranged, carefully inventoried and recorded, while in the matter of periodical subscriptions a number of notable magazines have been added without increase in the total cost.

LIBRARY
UNIVERSITY OF ILLINOIS

The rearrangement of the thousands of books and pamphlets in the document collection, previously begun, has been completed under the capable direction of Miss Alice Butterfield, Reference Librarian.

It should be said that much of this work has been made possible by a larger provision of help than has been heretofore available.

The expenditure for books, $4027.87, exceeds the highest expenditure for books of the six previous years by $292.95 and the average annual expenditure for books for the same period by $715.53.

Despite the increase in the total expenditures for books there has been a slight decrease in the total circulation. The circulation of general books at the main library shows an increase of 2665 but there has been a marked decrease in the circulation of fiction due to necessarily limited purchases in this department during the middle period of the year. When it is considered that the expenditure for books of the fiscal year 1912-1913, just ten years ago, was $8949.92, nearly double that of the past year, and that books then cost at least a third less than now, the necessity for maintaining the expenditure for books at a higher level than that of the last several years is apparent. Demands cannot be met even at the higher rate of last year and whole departments of literature must be neglected. This is rendered more trying by the rule of the State Library (rendered necessary by its own reduced budget) that charges on reference books which it sends out must henceforth be borne by borrowing libraries. This calls for the purchase by smaller libraries of many books previously borrowed from the state.

The registration of the year, while not exceptional, shows an increase in the number of borrowers in good standing of 425, or 7%, the number of users of the main library standing at 7600 at the close of the year, approximately a third of the population of the city and a number of customers that any mercantile business in the city would be proud to claim.

GIFTS

The interest of friends of the library has been manifested in various gifts of books and other materials. Mr. Lyman Evans, former President of the Library Board, gave both books and pictures from among those coming to him from the estate of Miss Juliet Tallman.

A large collection of books and bound periodicals from the library of the late William A. Lombard was given by his heirs, while Mr. Francis Dixon Cleveland of Altadena showed his favor to Riverside by a large consignment of books.

A most notable collection of books, prints and pictures was given by Mrs. Virginia W. Clement in memory of her father, a pioneer of California and an engineer in the construction of the Central Pacific Railway. The books, about 1200 in number, comprise a variety of works and include a number of books of great interest and beauty. A large proportion of the books are in French and German and should form the nucleus of a distinguished special collection of classical works in English and foreign languages. The prints include some rare and valuable items and the pictures include an extraordinarily large print of the Sistine Madonna of Rafael and another, even larger, of the Santa Barbara of Palma Vecchio. A suitable book plate, symbolical of the work and interests of her father, is being designed for insertion in the books given by Mrs. Clement.

The cataloging of the sumptuous and valuable books of the Correja collection, previously begun, was completed early in the year and the books placed in their glass case in the reference room, while the Ethan Allen Chair fund continues to add worth while books to the circulating department. A fuller record of the benefactors of the Library is contained in the list of residents and other principal donors appended.

SCHOOL DEPARTMENT

The adoption of a new list of supplementary readers for the county schools by the County Board of Education necessitated heavy purchases in that field of literature. The number of such books added this year, 1004, is nearly equal to the similar purchases of the previous four years, 2403.

The school service has therefore been maintained and improved. On his visits to the county and school branches the expressions to the librarian of satisfaction with the service have been most general. All contracts have been kept in force and the Calimesa High School contract with the Alessandro and Hyatt Grammar Schools have been added. Much however remains to be done in this field which can only be accomplished by a more general cooperation of the schools themselves, and by added financial support from both the schools and the county.

LIBRARY SCHOOL

The total registration of the year in the Riverside Library Service School was exactly the same as for the previous year, 53. Viewed from a financial standpoint the operations of the school were the most favorable in its history, showing a surplus in place of the usual previous deficit.

No question in the quality of instruction has been intended or implied, while a slight increase in the fees has made possible a far better supply of materials for the students. This larger return has been much aided by the installation of a copying device for the reproduction of typewritten outlines and other matter for use by the students and incorporation with their notes.

Various social affairs arranged for the students and visits to neighboring libraries have fostered the school spirit and friendly relationships with our neighbors. The official recognition given a bibliography on New Orleans street names in our school and library by Dorothy L. Calmenson is a noteworthy testimony to the excellence of the work of the school and to the scope and value of the collections of the library.

Respectfully submitted

Librarian.

ESTIMATES OF AMOUNTS REQUIRED FOR THE RIVERSIDE PUBLIC LIBRARY FOR THE FISCAL YEAR BEGINNING July 1, 1923.

	1923-24	Last [illegible]
Salaries and wages	$16,750.00	$16,570.[illegible]
Librarian		
Assistants		
Cataloger		
Clerkes		
Sweeney		
Hitchcock		
Harris		
Keagan		
Watkins		
Periodical Attendant		
Arlington, hour substitute and extra help, cleaners.		
Books	5,000.00	4,[illegible]
Periodicals and serials, newspapers	750.00	7[illegible]
Maps, Memorabilia and flat filing	100.00	[illegible]
Education, instruction & advertising	2,500.00	[illegible]
Binding, books & per. improvements	2,250.00	[illegible]
Furniture and fixtures	350.00	[illegible]
Printing and paper stock	1,000.00	1,1[illegible]
Binding and workshop	1,750.00	1,[illegible]
Fuel, light and power	1,650.00	1,6[illegible]
Water	135.00	13[illegible]
Telegraph and telephone	50.00	[illegible]
Postage and exchange	800.00	7[illegible]
Freight, dray and express	350.00	[illegible]
Transportation, Branch expense & travel	500.00	[illegible]
Office supplies	175.00	2[illegible]
Refunds	225.00	2[illegible]
Miscellaneous	225.00	[illegible]
Insurance	223.30	[illegible]
Taxes, street improvements	300.00	4[illegible]
	$39,083.30	$37,[illegible]

The above estimates do not include repairs to the Arlington Branch Building.

Estimates have been submitted to the Board of Library Directors that if the entire building is placed in good condition it will cost from $2500.00 to $3000.00 and if only the foundation is renewed, it will cost from $1100.00 to $1600.00.

If the Allbit House is painted the sum of $500.00 should also be added to the estimates.

[illegible]
Secretary.

RECEIPTS

Taxes (1945)		$20,511.40	
County Contract		9,000.00	
School Contracts		3,560.11	
Library School Fees		2,000.26	
Book Receipts:			
Fines	1072.13		
Pay Books	94.20		
Deposits	168.03		
Loss & Damage	239.57		
Postal Notices	21.13		
Sales	103.89		
Miscellaneous	61.85		
Cash Balance Over	58.60	1,836.40	
		37,908.17	
Balance from last year		104.73	$38,012.90

DISBURSEMENTS

Salaries and Wages	16,510.94	
Books	4,827.87	
Newspapers, Periodicals and Serials	754.54	
Maps, Memorabilia & Flat Filing	26.65	
Education, Extension & Advertising	2,243.85	
Bldg., Grounds & Ter. Improvements	9,314.22	
Furniture and Fixtures	553.35	
Printing, Paper Stock, Blank Forms	1,101.38	
Binding and Workshop	1,107.92	
Fuel, Light and Power	1,650.60	
Water	135.55	
Telephone and Telegraph	40.98	
Postage and Exchange	704.29	
Freight, Dray and Express	253.09	
Transportation, Branch Exp. & Travel	364.72	
Office Supplies	240.51	
Refund	223.88	
Miscellaneous	249.64	
Taxes and Insurance	450.09	
	37,888.40	
By Balance	124.50	$38,012.90

State of California, County of Riverside:

Mary L. Dodd being duly sworn, on his oath, says that he is the Secretary of the Board of Directors of the Riverside Public Library and that the foregoing statement is fully true and correct to the best of his knowledge and belief.

Subscribed and sworn to before me this [illegible] day of May, 1945.

Mary [illegible]
Notary Public in and for the County of Riverside
State of California.

BOOK AND PAMPHLET [illegible] FOR YEAR ENDING
JUNE 30, 1923.

Total books bound and unbound, July 1, 1922			[illegible]
Accession Number July 1, 1922		86,629	
Accessions by purchase	2585		
" " gift or exchange	[illegible]		
" " subscription and binding	[illegible]	[illegible]	[illegible]
Accession number June 30, 1923		90,151	
Discarded volumes		[illegible]	[illegible]
" supplementary records		[illegible]	[illegible]
[illegible]		[illegible]	[illegible]
Gross totals		[illegible]	[illegible]

By blank accession numbers	4,[illegible]	
[illegible]	[illegible]	[illegible]
Total [illegible]	[illegible]	[illegible]
Net total books accessioned, unaccessioned, bound and unbound	107,[illegible]	107,[illegible]
Net increase		11,[illegible]

Note: This increase of 11,[illegible] volumes is reported rather than usual. For four years no addition had been made to the estimate of the number of unbound books and pamphlets in the library. This year an addition of 3,000 volumes has been made to that estimate of which 2000 is necessarily chargeable to previous years. This would leave an actual increase for the year of 7072 volumes.

[illegible]	[illegible]
Catalog cards filed	12,711

Books and magazines bound, rebound and repaired in library	[illegible]
" " " " " " " at bindery	[illegible]
Total	[illegible]

REGISTRATION RECORD FOR THE YEAR ENDING

JUNE 30, 1923.

Last registration number June 30, 1922	[illegible]
" " " " , 1923	[illegible]
REGISTRATION ADDED DURING YEAR	[illegible]
Visitors registered (No numbers assigned)	[illegible]
Previous registration	[illegible]
Total registration	[illegible]
Cancellations (to August 1st., 1923)	[illegible]
REGISTERED BORROWERS IN GOOD STANDING AT END OF YEAR	[illegible]
Same, at end of previous year	[illegible]
Increase in number of borrowers in good standing	493
" " " " " 7%	

POSTAGE ACCOUNT

Number of pieces of mail sent out during the fiscal year 1922-23.

Overdues	[illegible]
Paid 24 hours	1019
Postal cards	[illegible]
Sealed	[illegible]
Unsealed	[illegible]
County Packages	[illegible]
Special Delivery	0
Registered	0
Stamps Unused	[illegible]
Stamps sold	[illegible]
Total	15992

CIRCULATION
MAIN LIBRARY

YEAR ENDING JUNE 30 1923

Analysis of classes: Young People	Analysis of classes: Adult	Classes of books, etc.	Count of Classes: Adult	Count of Classes: Young People	Count of Classes: Total
		000 General works	400	10	410
		100 Philosophy	1355	10	1365
		200 Religion	1052	145	1197
		300 Sociology	2037	5070	7107
367	624	370 Education			
		400 Language	438	3	441
		500 Science	1687	844	2531
		600 Useful arts	2868	342	3210
53	697	610 Health			
45	810	630 Agriculture			
		700 Fine arts	2840	895	3735
	461	Music scores			
		800 Literature	4597	663	5260
446	3169	820 English			
		900 History	7012	1077	[illegible]
893	2700	910 Travel			
293	2259	920 Biography			[illegible]
	4	940 Europe			
		Fiction	91783	16784	[illegible]
		Documents	36		36
		Magazines	122		122
		Unclassed	40		40
1106	7758	County			
	422	Vacation			
	1814	Pay books			
			116266	26743	[illegible]

Arlington Branch	[illegible]
City Schools	[illegible]
City Stations	[illegible]
County Schools	[illegible]
County High Schools	[illegible]
County Stations	[illegible]
Interlibrary Loan	[illegible]
Individuals	[illegible]
	[illegible]
Less	[illegible]
Total circulation for year 1922-23	[illegible]

[illegible] is the circulation of books to adult borrowers over the desk at Main Library and Arlington Branch.

CIRCULATION
ARLINGTON

YEAR ENDING JUNE 30, 1[illegible]

Count of classes			Count of classes		
Young People	Adult	Classes of books, etc.	Adult	Young People	[illegible]
		000 General works			
		100 Philosophy	136		
		200 Religion	116	57	[illegible]
		300 Sociology	254	753	[illegible]
8	15	370 Education			
		400 Language	54	8	[illegible]
		500 Science	167	85	[illegible]
		600 Useful arts	444	147	[illegible]
7	67	610 Health			
3	22	630 Agriculture			
		700 Fine arts	234	187	[illegible]
		Music scores			
		800 Literature	430	135	[illegible]
56	172	820 English			
		900 History	359	500	[illegible]
31	237	910 Travel			
325	305	920 Biography			
		Fiction	11749	4914	[illegible]
		Documents	12		[illegible]
		Magazines	1092	236	[illegible]
	753	County			
	11	Vacation			
	116	940-919			
			15588	7074	22663

		County Schools	
	100	Cleveland	[illegible]
	157	Churchill	[illegible]
	[illegible]	Dowling	[illegible]
	[illegible]	Sabason	[illegible]
	[illegible]	Sabason Nightbury	
	125	Dufrilla	[illegible]
	[illegible]	Desatalla	[illegible]
	415	Desert	[illegible]
	[illegible]	East Vale	[illegible]
	[illegible]	Elsinore	[illegible]
	[illegible]	Evergn	[illegible]
	40	Fisher Unit	[illegible]
	350	Glenoaks	[illegible]
	[illegible]	Hamilton	[illegible]
	[illegible]	Hemet	[illegible]
	[illegible]	Highcrest	[illegible]
	10	Hyatt	10
	491	Indio	[illegible]
	[illegible]	Jaylilwild Emergency	11
	97	Jurupa Heights	[illegible]
	[illegible]	Mecca	[illegible]
	[illegible]	Murrietta	[illegible]
	[illegible]	Nuevo	[illegible]
	[illegible]	Oasis	[illegible]
	[illegible]	Perris	[illegible]
	[illegible]	Point Happy	[illegible]
		Rocky Comfort	[illegible]
	[illegible]	San Jacinto	[illegible]
	[illegible]	Temecula Union	[illegible]
	[illegible]	Tyndall	[illegible]
	[illegible]	Tenjillo	[illegible]
	[illegible]	Valley Center	[illegible]
	[illegible]	Union Joint	[illegible]
	61	Wildomar	[illegible]
[illegible]	40	Winchester	[illegible]

		County High Schools	
	[illegible]	Coachella Valley U.H.	[illegible]
	[illegible]	Elsinore High	[illegible]
[illegible]	[illegible]	San Jacinto High	[illegible]

BRANCHES AND STATIONS

Number of Books		Circulation	Total
	COUNTY STATIONS		
803	Arlington	783	
[illegible]	Banning	[illegible]	
746	Beaumont	[illegible]	
[illegible]	Blythe	[illegible]	
361	Coachella	[illegible]	
279	Corona	[illegible]	
893	Hemet	[illegible]	
1016	Highgrove	1050	
201	Indio	1810	
[illegible]	Idyllwild	[illegible]	
52	Keen Camp	470	
	LaSierra Academy	15	
17	Mecca	[illegible]	
2	Moreno	1194	
183	Murrietta	1200	
102	Murrietta Hot Springs	1500	
	Nuevo	1412	
971	Perris	[illegible]	
251	Pigeon Pass	497	
194	Romoland	[illegible]	
192	San Jacinto	10104	
1038	Stern Cannery	85	
20	Temecula Joint	315	
	Thermal	1148	
118	Wildomar	[illegible]	
144	Winchester	410	
127	Riverside	[illegible]	58211
[illegible]			

	CITY STATIONS		
Books left from last year	County Jail	[illegible]	
156	City Jail	[illegible]	
14	City Hospital	115	
	Citrus Experiment Sta.	[illegible]	
[illegible]	Y. W. C. A.	[illegible]	
	County Teachers	[illegible]	
17	County Demons. Agent	[illegible]	
[illegible]	Boy Scout Camp	[illegible]	
[illegible]	Girl Scout Camp		
[illegible]	Montessorri School	[illegible]	491
[illegible]	Individuals	163	163
54	Interlibrary Loans	54	54

[illegible]	Boys Gym		Circulation	Total
		SIX PRINCIPAL		
	[illegible]	Bryant	1447	
	87	Cass Blanco	654	
	147	Fremont	474	
	[illegible]	Hilf High	1540	
	[illegible]	Lewis	970	
	148	Irving	1856	
	518	Liberty	1401	
	[illegible]	Lincoln	1080	
	487	Longfellow	3114	
	[illegible]	Lowell	2054	
	279	Magnolia	1140	
	236	Palm Avenue	481	
	38	Port Hue	42	
[illegible]	1911	Poly High	3083	[illegible]
[illegible]				[illegible] per day

[illegible]	Cols	Collections	City Schools	City Stations	County Schools	County Trucks	County Stations	Institutions Loan	Individuals	Total
[illegible]	[illegible]	1040		42			5171	4		[illegible]
[illegible]	[illegible]	1525		53	30		5561	5		20109
[illegible]	20187	1730		35	428	97	4773	7	0	[illegible]
[illegible]	[illegible]	1700	2156	50	1786	90	4399	4	10	30780
[illegible]	11831	1736	8758	57	2064	212	4705	4	4	31779
[illegible]	11828	1515	1780	42	1477	450	5054	4	4	24771
[illegible]	[illegible]	2125	6044	43	5140	426	5637	4	3	[illegible]
[illegible]	11044	1827	8350	38	5599	130	5503	4	0	34563
[illegible]	[illegible]	2105	2319	48	9979	900	4308	4	10	34734
[illegible]	11274	2129	3098	46	3007	183	4393	4	8	[illegible]
[illegible]	10427	2145	9095	44	1654	159	4854	3	4	31077
[illegible]	12384	1738	1089	37	16		4475	3	81	[illegible]
	[illegible]	[illegible]	19287	421	19375	2080	68811	54	163	265279
									Loan	[illegible]
										[illegible]

[illegible] is the circulation of books to County borrowers over the desk at Main Library and Arlington Branch.

LIST OF RESIDENT AND OTHER PRINCIPAL
DONORS 1922-23.

Academy of Political Science in the City of New York
American Red Cross
American Relief Clearing House
Association Press
Bacon, Mrs. L.C.
Bankers Trust Company of New York
Brockton, Mass. Centennial Committee
Burrage, Charles D.
Carey, C.H.
Carnegie Endowment for International Peace
Carnegie foundation for the Advancement of Teaching
Carnegie Institution of Washington
Carter, Peter
Chalfant, W.A.
Chamberlain, C.E.
Chicago Association of Commerce
Clarke, E.F.
Clarke, Dr. Louise Harvey
Clemont, Mrs. Virginia F.
Cleveland, Francis Dixon
Croffut, W.A.
Davidson, Mrs.
Evans, Lyman
Fairview Publishing Company
Hart, W.S.
Hichborn, Franklin
Jenkins, Miss F.
Johnson, Miss Ruth
Lake Forest College
La Quatte, Mrs. Nellie
Lawler, Mrs. J.T.
Library Bureau
Lombard Estate, (W.A.)
Los Angeles Chamber of Commerce
Lyon, W.R.
McKim, A.D.
May, Mrs. N.L.
Mills, W.H.
Minneapolis Board of Park Commissioners
Monfort, Miss
Murphy, Mrs. C.Q.
National Committee of Mathematical Requirements
National Radio Institute
Netherlands Chamber of Commerce in New York
New York State Library
Open Court Publishing Company
Pan-American Union
Pickett, D.D.
Pollock, G.S.
Potter, Henry
Rockefeller Foundation
Rosenberger, J.L.
Rubidoux Chapter of the D.A.R.
Shamel, A.D.
South Manchuria Railway Company
University of Southern California
University of the State of New York

027.4
Riverside, Calif.
1922-23